

86TH CONGRESS } HOUSE OF REPRESENTATIVES { REPORT
2d Session } No. 1636

SALARY INCREASES FOR POSTAL AND OTHER FEDERAL EMPLOYEES

MAY 23, 1960.—Committed to the Committee of the Whole House on the State of the Union and ordered to be printed

Mr. MORRISON, from the Committee on Post Office and Civil Service, submitted the following

REPORT

[To accompany H.R. 9883]

The Committee on Post Office and Civil Service, to whom was referred the bill (H.R. 9883) to adjust the rates of basic compensation of certain officers and employees of the Federal Government, and for other purposes, having considered the same, report favorably thereon with an amendment and recommend that the bill as amended do pass.

AMENDMENT

The amendment proposed by the committee strikes all after the enacting clause and inserts in lieu thereof a substitute text which appears in the reported bill in italic type. An explanation of this amendment is contained in the section-by-section analysis of the bill, as reported.

STATEMENT

GENERAL

This legislation is recommended by the committee as a strong and timely reaffirmation of the historic policy of the Congress that employees of the Government of the United States shall receive fair compensation for the great public services they perform. In a broader sense, the restatement of this policy also constitutes recognition that personal services required for the conduct of the national affairs warrant consideration, in terms of salary and wage rates, at least equal to the consideration accorded personal services in private enterprise which operates with the protection and support of the Government.

SALARY ADJUSTMENTS AUTHORIZED

The bill, as amended by the committee, provides a 9-percent, across-the-board, salary increase for those categories of Federal employees customarily included in salary legislation, with a minimum increase of \$350 for employees covered by the postal field service schedule and the rural carrier schedule of the Postal Field Service Compensation Act of 1955, as amended (39 U.S.C. 971(a)), and the general schedule of the Classification Act of 1949, as amended (5 U.S.C. 1113(b)). The 9-percent increase also is authorized for agricultural stabilization and conservation county committee employees who carry out certain programs authorized by the Soil Conservation and Domestic Allotment Act (16 U.S.C. 590h(b)). The salary increases will be effective on the first day of the first pay period which begins on or after July 1, 1960.

The coverage of the reported bill and the estimated annual costs follow:

Section of bill	Coverage	Number of employees	Annual cost
101-105.....	Postal field service employees.....	535,000	\$272,300,000
202.....	Classification Act employees.....	980,000	534,610,000
203.....	Foreign Service Act employees.....	8,100	10,340,000
204.....	Employees in the Department of Medicine and Surgery in the Veterans' Administration.....	19,300	14,670,000
205.....	Agricultural stabilization and conservation county committee employees.....	15,000	17,800,000
206.....	Judicial branch employees.....	5,000	2,476,500
207.....	Employees of Senate and House of Representatives.....	7,500	4,110,000
	Total.....	1,570,000	\$46,306,500

¹ Does not include \$3,995,000 cost for civil service retirement, group life insurance, and health benefits programs.

This legislation also extends to the agricultural stabilization and conservation county committee employees coverage of the civil service retirement, Federal employees' group life insurance, and Federal employees' health benefits programs. The effect is to grant these employees pay raises and fringe benefits on the basis already accorded to their fellow workers who are agricultural county extension agents.

SALARY INCREASES JUSTIFIED

All that postal and other Federal employees ever have asked of their Government is timely and fair salary provisions. They do not ask for any special or extraordinary treatment, but they rightfully expect not to suffer discrimination or to be sacrificed on the altar of personal or political ambitions. Committee deliberations on the salary problem this year demonstrate once more that the Federal employees can expect and obtain sympathetic and fair salary consideration only through appeals to their elected representatives in Congress. They cannot hope for proper recognition at high executive levels, in terms of fair compensation, for the loyal and efficient services they render.

The House Post Office and Civil Service Committee has considered Federal salary legislation in each of the last four Congresses, including the 86th Congress. Only once in this 7½-year period has there been an administrative proposal for upward salary adjustments—a 5-per-

cent increase during the 84th Congress. All other general salary increase bills have been bitterly opposed. Had the administrative recommendations been followed, over 500,000 postal workers and over 1 million other Federal employees might have received only a 5-percent increase in 7½ years. There have been three vetoes of pay raise legislation during this period.

Notwithstanding constant administrative opposition, the Congress has succeeded in providing salary increases totaling nearly 20 percent for postal employees and slightly less for other Federal employees during this 7½-year period. Were it not for the intervention of Congress, therefore, Federal employees would be in even greater distress than they now find themselves.

Review of the record confirms the overwhelming weight of evidence presented, at extended committee hearings on H.R. 9883 and over 80 companion bills, that immediate and substantial Federal employee salary adjustments are necessary in the interest of efficiency in the Government and fairness to Government employees.

Representatives of postal and other Federal employees clearly demonstrated that their salaries are well below salaries paid their fellow workers in private enterprise whose levels of responsibility are comparable. These employees proved that their salaries have been, and are today, far behind the national economy. They proved that the burden of responsibility for this discriminatory situation rests squarely on the unyielding and unrealistic refusal of the heads of the great Government departments and agencies to consider any but their own desires.

On the other hand, the whole case in opposition to pay raises was rested on two specious arguments, neither of which is even persuasive. The administration wheeled up all the power and influence it could bring to bear in support of arguments that at best are remotely related. They argued only that there should be no pay raise because (1) it would adversely affect their rather optimistic prognosis of a \$4.2 billion budget surplus next year and (2) everybody should await the results of a comparative study of Federal and private enterprise salaries recently undertaken by the Bureau of Labor Statistics. The true issues completely escaped them.

These arguments beg the question. The first, in fact, is suspect as subordinating good Government and responsible employee-management relations to personal objectives and political advantage in an election year. Differently stated, administration spokesmen want to collect several hundred million dollars of their hoped-for surplus from the well-earned salaries of their own employees. Or it may be that they have in mind applying the amount saved, by refusing their employees deserved pay raises, to defray part of the cost of the multi-billion dollar foreign assistance, agriculture, urban renewal, highway, and other programs which they sponsor.

The second administration argument is equally transparent. For one thing, the Bureau of Labor Statistics study—on which opponents of pay raises insist everyone must wait—admittedly is directed to a very limited comparison of Federal classified and private enterprise positions. There is already more than adequate official data to compare salaries of the vast majority of postal and other Federal employees to salaries of their fellow workers in private enterprise. Moreover, if we look at precedent there is no certainty of any results from this

new study. It is reliably reported that at least 45 Presidential commissions have been established since 1953, but many of the studies later were abandoned and in some cases not even a report or public record was left. More specifically, there are the rather sad examples of the 1957 Cordiner and O'Connell reports on Federal civilian pay. The findings and recommendations in these reports still are gathering dust. Perhaps the reason is found in the report of the administration-sponsored O'Connell Committee in these words:

Salaries fixed by statutes have not been adjusted in a timely and adequate manner in response to general changes in non-Federal salary levels.

or, again, in these words:

In general, Federal statutory salary rates are below non-Federal rates for comparable positions.

In any event, postal and other Federal employees understandably view with tongue in cheek the prospect of any action at all to adjust their salaries as a result of studies conducted within the executive branch.

POSTAL SALARIES

In order to further evaluate the conflicting testimony of postal employee and Post Office Department witnesses before the committee, the members who submit this report made further inquiry to develop certain basic data to provide a proper frame of reference for consideration of the adequacy of postal salary levels.

There are approximately 534,000 regular and substitute employees in the postal field service. Over 40 percent of these employees work and live in the metropolitan areas served by the 60 largest post offices. In other words, one-sixth of 1 percent of the 35,750 post offices employ two-fifths of all postal workers. These are the employees, and these are the cities and urban areas, concerned most directly with the postal pay provisions of H.R. 9883. Now, let us look at these cities and their environs and at the postal employees and their families who work and live there.

First of all, it is in the economic climate of these and similar cities that most of our postal workers must buy or rent homes, pay for groceries and meat and milk, clothe their wives and children, and pay medical and dental bills and a thousand other expenses. These are the cities, too, which in general reflect an average cost of living well above the national average and far above the levels in the smaller cities, towns, hamlets, and rural areas served by the remainder of the 35,750 post offices. These are the cities where it is impossible, on most postal salaries, to provide all necessities—let alone the few conveniences and luxuries required for the reasonable standard of living that all Americans should have.

Examining further, it is found that these 60 largest post offices, where such a large proportion of the postal employees work, are making a substantial revenue contribution to the budget surplus forecast for next year. Postal revenues from these post offices for the fiscal year 1959 were \$1.45 billion, against direct expenses of \$1.18 billion, or a difference of nearly \$270 million. This difference is almost exactly

equal to the total estimated cost of the postal pay increase provided by H.R. 9883. Certainly, it cannot be said that the 225,000 postal employees who work in these cities are causing any loss to the Government or that they are not more than paying their way for the postal service.

Results of the review relating to the cities served by these large post offices also were tested against statistical data and other evidence presented at the committee hearings by postal employee groups in support of salary adjustments and by administration representatives in opposition. Here, too, the conclusions are overwhelmingly in favor of salary increases.

Postal employee representatives adopted the only realistic and practical approach to a meaningful comparison of salaries and responsibilities in the Government and in private enterprise. In contrast, the approach by administration opponents of salary adjustments appears to be both unrealistic and evasive. The one single point of agreement was the selection by both sides of policemen and firemen to compare with letter carriers. This agreement was used as a point of departure, therefore, in this portion of the further review made by the committee majority.

Postal employee representatives submitted salary comparisons generally equated to the large metropolitan areas—such as the 60 referred to above, where 40 percent of all postal employees live and work. A tabulation of comparative salaries for policemen, firemen, and letter carriers in these large cities follows:

<i>Letter carriers and clerks</i>		<i>Automatic salary range</i>
National salary schedule.....		\$4,035 to \$4,875.
<i>Policemen and firemen</i>		<i>Automatic salary range</i>
<i>City</i>		
St. Paul, Minn.....		\$4,968 to \$5,928.
Minneapolis, Minn.....		\$5,544 to \$6,264.
Sacramento, Calif.....		\$5,520 to \$6,600.
Cincinnati, Ohio.....		\$5,048 to \$5,882.
Cleveland, Ohio.....		\$4,704 to \$5,502.
New York, N.Y.....		\$4,800 to \$6,181.
Boston, Mass.....		\$4,880 to \$5,500.
St. Louis, Mo.....		\$4,365 to \$5,305.
Seattle, Wash.....		\$4,920 to \$5,640.
Denver, Colo.....		\$4,716 to \$5,616.
Milwaukee, Wis.....		\$4,938 to \$5,726.
San Francisco, Calif.....		\$6,228 to \$6,828.
Chicago, Ill.....		\$4,800 to \$5,640.
Portland, Oreg.....		\$4,692 to \$5,580.
Oakland, Calif.....		\$6,396 to \$6,828.
Detroit, Mich.....		\$5,356 to \$5,938.
Washington, D.C.....		\$4,800 to \$6,840.

It is interesting to note that in Riverside, Calif. (where the scale for policemen and firemen is \$4,920 to \$6,000), it is reported that women assigned to checking parking meters, called "meter maids," start at \$410 a month, or \$74 higher than the entrance rate for most postal employees. The meter maids do even better in Los Angeles, where the monthly rate is \$489, or \$153 above the starting rate for most postal employees.

The following is a classified advertisement from a Detroit newspaper introduced in testimony before the committee:

Wanted—Janitor for city hall. Examples of work: Sweep, mop, scrub, and polish floors; clean and maintain lavatories; replace light bulbs. Starting salary, \$4,450; \$5,050 after 2 years.

Government mediators late in the past winter worked out the settlement of a strike of meatcutters and retail clerks in chainstores in the Washington, D.C., metropolitan area, calling for weekly wages of \$103 for meat cutters and \$97 for clerks. The letter carrier and postal clerk receives an average of \$89 a week in the same city. The much-publicized steel-strike settlement, with the aid of the Vice President of the United States and the Secretary of Labor, improved pay and fringe benefits for steelworkers—who already were being paid \$3.11 an hour before the strike. The postal clerk and the letter carrier with 20 years of service receives only \$3.06 an hour.

Since 1948, clerks and carriers with 25 years of service have received only a 34.5 percent net increase in pay, compared to a 63.3 percent increase in compensation per man-hour in private industry during the same period, according to a leading authority on economics. In each one of the past 10 years without exception hourly compensation of all employees in private industry has risen more than the Consumer Price Index published by the Bureau of Labor Statistics in the Department of Labor.

The validity of the foregoing comparisons is self-evident.

In sharp contrast, the Post Office Department, in opposing salary increases, recited quite another set of comparisons—pointedly aimed at an unfavorable comparison for its employees—based on the pay of policemen and firemen in much smaller cities and towns.

One such comparison, for instance, equated salaries of letter carriers to those of policemen and firemen in 48 State capitals (excluding Alaska and Hawaii). The total population of all 48 State capitals, according to the last decennial census, was 1.6 million less than the population of New York City alone. They include cities such as Carson City, Nev. (population 3,082), Pierre, S. Dak. (population 5,715), Dover, Del. (population 6,223), Annapolis, Md. (population 10,047), and Frankfort, Ky. (population 11,916). Ten of the cities are under 25,000, 17 are under 15,000, and 27 are under 100,000. The total of postal employees in all of the 48 cities is only 44,261, compared to a total of 129,201 in 17 of the cities referred to by employee witnesses. Nor has the tremendous surge of suburban growth in the past 10 years affected the 48 communities, in general, nearly so much as it has affected the larger cities cited by the employee representatives.

Another chart submitted by the Post Office Department attempts to compare salaries of letter carriers with those of policemen and firemen in 25 "selected locations." The "selected locations" are the hometowns of all of the committee members. However, the list includes only 5 of the 60 largest post offices. The remaining 20 in the last census ranged in population from 722 to 152,000, and the average population was 23,045. These 20 post offices employ only 3,300 postal workers. All together, excluding Bronx, N.Y. (part of the New York City post office) 24 of the 25 cities employ only 22,768 postal workers—slightly more than there are in Chicago alone. The purpose behind the selec-

tion of these locations is evident, but the attempted comparisons are completely beside the point.

The "Statistical Abstract of the United States," an official publication of the Bureau of the Census, sheds still further light on the relative values of the comparisons submitted by the employees and by the Post Office Department. In 1958, median incomes of males in urbanized areas were \$4,450 in areas of 1 million or more population, \$4,155 in areas of 250,000 to 999,999 population, and \$4,067 in areas of less than 250,000 population. Such incomes in nonurbanized areas were only \$3,699 in places of 25,000 or more and \$3,408 in places of less than 25,000. Median income of males in all urbanized areas (which include the largest post offices) were \$4,303, or 23.4 percent higher than the median of \$3,485 for nonurbanized areas—including many of the places used for salary comparisons by administration witnesses.

CLASSIFIED AND OTHER EMPLOYEE GROUPS

Information and evidence developed at the committee hearings and in the review by the majority of the committee with respect to postal salaries applies with equal force and effect to the provisions of H.R. 9883 relating to classified and other Federal employees.

It is the traditional policy of this committee, affirmed and reaffirmed many times by both Houses of the Congress, that classified and other salary groups shall be accorded treatment substantially equal to that determined proper for postal employees. The reported bill continues this time-honored and equitable policy. Employees in departments and agencies other than the postal service will receive the same 9-percent across-the-board pay raise granted postal workers, with a minimum \$350 increase for a large number of employees covered by the Classification Act of 1949 who would receive increases of less than \$350 were it not for this minimum.

Representatives of these other employee groups submitted complete, detailed, and persuasive evidence that their salaries, as in the case of postal employees, still lag far behind salaries paid their fellow workers having comparable levels of responsibility in private enterprise. Notwithstanding adjustments approved by the Congress in the past 20 years—in most instances, particularly during recent years, over strong administration opposition—Federal civilian pay rates remain well short of keeping these employees' salaries abreast of rising living costs and the general level of our expanding economy. The only thing these past salary adjustments have done—and this is not to minimize their value—is to keep the employees from falling so low in income that they would face extreme hardship and privation. In effect, such pay raises as have been approved enable the employees to barely keep their heads above water, but leave them constantly facing the imminent threat of going under. The increases have been entirely inadequate to relieve the heavy pressure of constant debt or to permit the large majority of these loyal Government workers from enjoying any participation in the great advances in standards of living that their friends and neighbors have achieved by staying out of the Government.

The majority of the committee, in its further review of the hearings and other available information, has been particularly impressed with the reported results of an independent survey—cited during the hearings but largely ignored by administration opponents of the legisla-

tion—with respect to the continuous decline in purchasing power of classified and other Federal employees. This survey discloses that the salaries of classified employees in the middle ranges—grades 5, 7, 9, 11, and 13, which include 419,734 employees—declined 20.3 percent from 1950 to 1960, notwithstanding salary adjustments approved by the Congress. This independent and unbiased conclusion means that in one short decade hundreds of thousands of Federal employees have been pushed 20 percent lower in their standards of living, in comparison to their friends and neighbors in private enterprise.

GOOD GOVERNMENT IS AT STAKE

The caliber of personal services available to the Government is crucial to the proper discharge of the tremendous responsibility imposed on the Government. Our Government bears the gravest burdens, has made the widest commitments, and performs the most vital functions in the world today. The safety, the economic, social, and cultural welfare, and the very existence of the United States and the free world depend largely on the efficiency of our Government civilian personnel.

These civilian personnel who are so important to the Nation are the ones who are concerned in this salary legislation. They are engaged in carrying out programs, authorized by the Congress, involving the annual expenditure of approximately \$79 billion and property valued at hundreds of billions of dollars. Their duties and responsibilities cover an infinite range of difficulty and complexity, extending from the simplest manual work to the highest professional and scientific skills—many of which are special requirements for Government programs and have no exact counterpart in private enterprise.

These employees are performing functions which are crucial to the national defense, safety, economy, and welfare. Large numbers of them act in direct support of defense activities or in other equally important tasks wherein failure might adversely affect the entire Nation.

There are many factors which influence men and women to enter the service of their Government and to make careers in the service. However, authorities generally agree that salary outweighs all other factors. Individuals work primarily to support themselves and their families. The head of a family is interested, more than anything else, in being able to provide the necessities of life and perhaps a few moderate conveniences and luxuries. He hopes to have a fair share of the fruits of the great advances America has attained in standards of living. He expects his salary to represent the fair market value of the services he renders to his Government. In principle, at least, there is no greater patriotic or moral obligation for him to work for the Government for less than his services are worth than there is for any Government contractor or Government-subsidized industry to sell its goods or services to the Government for a price lower than usual.

Weighed in the balance against the foregoing truths, the salary rates for postal and other Federal employees—particularly those in the lower levels and grades—are shamefully inadequate and have been for many years. Patriotism and zeal for public service has deprived untold thousands of Federal workers of the fair return for their labors

which they have a right to expect. High administrative officials, too often guided by personal and other less patriotic objectives, throughout the years have taken advantage of this public-spirited service and have continued to call on the people who do the actual work for the Government to make ever greater sacrifices. This refusal to recognize the worth of the services of Government employees by harnessing them to below-par salaries tends to destroy the strongest motivation for a superior work force by minimizing the one factor, salary, which outweighs all others. There is only one place that the employees can come with any hope for remedial measures; that is, to their Congress.

Approval of H.R. 9883 will not attain the desirable ultimate objective of bringing Federal employees' salaries completely up to the level of earnings of their fellow workers with comparable responsibilities in private enterprise. It will not completely restore our Federal employees to the relative position in our expanding economy which is desirable. However, it will constitute one further, and urgently needed, step toward these objectives and away from the brink of financial harassment and despair which faces many employees and their families today.

We are confident that this legislation will receive the same overwhelming support and approval in both Houses of the Congress that it received in the House Post Office and Civil Service Committee. In our judgment, the facts and the equities demand prompt and final approval of the salary increases provided by H.R. 9883.

SECTION-BY-SECTION ANALYSIS

TITLE I—POSTAL FIELD SERVICE EMPLOYEES

SHORT TITLE

Section 101 provides a short title for the provisions of title I of the proposed salary increase law—the “Postal Employees Salary Increase Act of 1960.”

OFFICERS AND EMPLOYEES UNDER THE POSTAL FIELD SERVICE SCHEDULE

Section 102 provides for increases in the rates of per annum basic compensation of officers and employees subject to the postal field service schedule contained in section 301(a) of the Postal Field Service Compensation Act of 1955, as amended (39 U.S.C. 971(a)) by amending such schedule to provide new permanent rates of per annum basic compensation. In general, these new rates represent increases averaging 9 percent in the existing temporary per annum rates of basic compensation, except that the minimum increase will be \$350 per annum. These increases will become effective on the first day of the first pay period which begins on or after July 1, 1960.

EMPLOYEES UNDER THE RURAL CARRIER SCHEDULE

Section 103(a) amends the rural carrier schedule to provide for an increase of 9 percent in the compensation of rural carriers, based on the compensation of the rural carrier on a 42-mile route. This increase corresponds to the permanent increase in the compensation of city

letter carriers (provided for by sec. 102) with whom the rural carrier on the 42-mile route traditionally is aligned with respect to rates of compensation.

Section 103(b) amends section 302(c) of the Postal Field Service Compensation Act of 1955, as amended (39 U.S.C. 972(c)), which now provides that the Postmaster General may pay such additional compensation as he may determine to be fair and reasonable in each individual case to rural carriers serving heavily patronized routes not exceeding 61 miles in length, but that he may not pay additional compensation to a carrier serving such a route in an amount which would exceed \$5,165 during the period for which the temporary salary rates provided by the act approved May 27, 1958, as amended (39 U.S.C. 971-974) shall be in effect, or \$5,035 thereafter. Such temporary period will end immediately before the first day of the first pay period which begins in the calendar year 1961.

The amendment made by section 103(b) strikes out both the temporary \$5,165 limitation and the permanent \$5,035 limitation contained in existing law and inserts in lieu thereof language which provides that the Postmaster General may pay such additional compensation as he may determine to be fair and reasonable in each individual case to rural carriers serving heavily patronized routes not exceeding 61 miles in length, but that he may not pay additional compensation to a carrier serving such a route in an amount which, when added to the basic salary for the maximum step in the rural carrier schedule for the route served by such carrier, would increase the total compensation of such carrier to an amount in excess of the basic salary for the maximum step in the rural carrier schedule for a route 61 miles in length.

The increases in the rates of compensation provided for by section 103(a) and the maximum limitation on total compensation which may be paid to rural carriers serving heavily patronized routes provided for by section 103(b) will become effective on the first day of the first pay period which begins on or after July 1, 1960.

POSTMASTERS IN POST OFFICES OF THE FOURTH CLASS

Section 104 provides for permanent increases in the rates of per annum basic compensation of postmasters at post offices of the fourth class by amending the fourth-class office schedule contained in section 303(a) of the Postal Field Service Compensation Act of 1955, as amended (39 U.S.C. 973), including the temporary salary rates provided by the act approved May 27, 1958 (72 Stat. 146), to provide new rates of per annum basic compensation for such postmasters. In general, these new rates represent increases averaging 9 percent in the per annum rates of basic compensation of such postmasters. These increases will become effective on the first day of the first pay period which begins on or after July 1, 1960.

RELATED PROVISIONS COVERING POSTAL FIELD SERVICE EMPLOYEES

Section 105(a) repeals section 304(c) of the Postal Field Service Compensation Act of 1955, as amended (39 U.S.C. 974(c)). Such section 304(c) provides, in effect, that the temporary rates of per annum basic compensation for officers and employees covered by the

postal field service schedule, the rural carrier schedule, and the Fourth-Class Office Schedule of such act, authorized by the act approved May 27, 1958 (39 U.S.C. 971-973), shall be in effect during a period which will end immediately before the first day of the first pay period which begins in the calendar year 1961. This provision for termination of such temporary rates of per annum basic compensation will no longer be necessary upon enactment of H.R. 9883 with the committee amendment. The reported bill will replace the three schedules referred to (including the temporary salary rates contained therein under existing law) with a new postal field service schedule, rural carrier schedule, and fourth-class office schedule, each of which will be permanent and will become effective on the first day of the first pay period which begins on or after July 1, 1960.

Section 105(b) provides, in effect, that an increase in the rate of per annum basic compensation under title I of the committee amendment, or similarly granted thereafter under any other law, shall not be considered to be an "equivalent increase" in basic salary within the purview of section 401(a) of the Postal Field Service Compensation Act of 1955 (39 U.S.C. 981(a)). Such section 401(a) (which relates to automatic advancement by step increases for postal field service employees) provides that a step increase may be granted only if no "equivalent increase" in basic salary from any cause was received by an employee during the period of service on the basis of which such step increase otherwise would be granted.

The amendment made by section 105(b) of the committee amendment makes it clear, therefore, that the receipt by postal field service employees of the increases in basic compensation provided for by title I of the committee amendment, or granted by any later law, will not have the effect of depriving any such employee of any regular periodic step increase to which he otherwise would be entitled under any provision of section 401 of the Postal Field Service Compensation Act of 1955, as amended.

Section 105(c) continues in effect the protection, provided by section 504 of the Postal Field Service Compensation Act of 1955 (39 U.S.C. 994), for certain postal field service employees against reduction of their former rates of compensation by reason of the operation of the postal field service classification and salary system provided by such act.

Certain postal field service employees have been enabled, pursuant to such section 504, to retain previously existing salary rates which are in excess of the respective maximum scheduled rates of the respective salary levels of the postal field service schedule, the rural carrier schedule, or the fourth-class office schedule, as the case may be, to which the positions of such employees have been allocated in the manner provided by the Postal Field Service Compensation Act of 1955. This "saved salary" protection is continued by the committee amendment, which provides that the annual rate of basic salary of any officer or employee whose existing basic salary, by reason of the operation of section 504 of the Postal Field Service Compensation Act of 1955, is at a rate between two scheduled rates or above the highest scheduled rate in the applicable schedule of rates will be increased by an amount equal to the amount of the increase made by title I of the committee amendment in the next lower salary rate in such schedule. For example, under section 105(c) of the committee

amendment an employee whose position is ranked in salary level PFS-6, but whose existing rate of basic salary is above the maximum scheduled rate of such salary level, will receive the same amount of increase as will be provided under title I for the per annum rate of step 7 of salary level PFS-6.

Section 105(d) relates to the salaries which shall be paid to postal field service employees who are temporarily assigned, for periods of limited duration, to perform duties and responsibilities which are not included in the descriptions of their own positions.

Section 204(b) of the Postal Field Service Compensation Act of 1955 (39 U.S.C. 964(b)) provides, in effect, that when an employee is assigned for a period of limited duration to duties and responsibilities not included in the description of his own position such assignment shall be without change in compensation if not more than 30 days of work are performed in a calendar year under such an assignment. Such subsection further provides (with one exception) that any such employee who is assigned for more than 30 days in any calendar year to perform work in a position which is a salary level higher than the salary level of the position of such employee will be paid, for time in excess of 30 days under such assignment, basic salary computed in accordance with section 502(a) of the act. Section 502(a) contains provisions for certain minimum salary increases to be paid to any employee who is promoted or transferred to a position in a higher salary level. Thus, the effect of the 30-day provisions in section 204(b) is to provide for payment at the higher salary level for services performed in excess of 30 days in a calendar year by an employee who is assigned to perform duties of a position which is at a salary level higher than the salary level for his regular position.

Under the exception, when the assignment of an employee to perform the duties of a higher level position is for the purpose of serving in a relief capacity for his supervisor granted compensatory time pursuant to section 603, there will be no increase in pay regardless of the number of days the employee serves in that capacity. The exception is provided on the assumption that there is little likelihood that the extra assignment in a relief capacity will so burden the employee as to require additional compensation. Arrangement of work ordinarily will permit a supervisor to take his compensatory time during slack periods. The subordinate employee relieving the supervisor will have comparatively few additional duties and responsibilities under these circumstances.

The amendment made by section 105(d) of the reported bill strikes out the 30-day limitations contained in section 204(b) of the Postal Field Service Compensation Act of 1955 and inserts in lieu thereof 5-day limitations. Under the committee amendment, therefore, subject to the one exception pointed out above, any employee who is assigned for more than 5 days in any calendar year to perform work in a position which is in a salary level higher than the salary level of the regular position of such employee will be paid, for time in excess of 5 days, basic salary computed in accordance with section 502(a) of the act—that is, the same salary to which he would have been entitled under such section 502(a) had he been promoted or transferred to the position at such higher salary level instead of having been assigned to perform the duties of such position for a period or periods of limited duration.

SALARY INCREASES FOR POSTAL AND OTHER EMPLOYEES 13

Section 105(e) of title I of the committee amendment provides that all of the provisions of such title shall have the same force and effect within Guam as they will have within other possessions of the United States. Such section 105(d) clarifies the intention that all of the provisions of title I of the committee amendment shall apply to Guam, notwithstanding the provision, contained in section 25(b) of the Organic Act of Guam (64 Stat. 391), that—

* * * no law of the United States hereafter enacted shall have any force or effect within Guam unless specifically made applicable by Act of the Congress either by reference to Guam by name or by reference to "possessions" * * *.

TITLE II—GOVERNMENT EMPLOYEES GENERALLY

SHORT TITLE

Section 201 provides a short title for the provisions of title II of the proposed salary increase law—the "Federal Employees Salary Increase Act of 1960."

OFFICERS AND EMPLOYEES UNDER THE CLASSIFICATION ACT OF 1949

Section 202(a) provides for increases in the rates of per annum basic compensation of officers and employees subject to the Classification Act of 1949, as amended, by amending the compensation schedule contained in section 603(b) of such act, as amended, to provide new rates of per annum basic compensation. In general these new rates represent increases in per annum basic compensation averaging 9 percent, with a maximum salary limitation or ceiling of \$19,000—the rate provided by the schedule for grade GS-18. The minimum increase will be \$350 per annum. These increases will become effective on the first day of the first pay period which begins on or after July 1, 1960.

RULES FOR INITIAL ADJUSTMENT OF BASIC COMPENSATION INCREASES
UNDER CLASSIFICATION ACT OF 1949

Section 202(b) sets forth rules for the initial adjustment of the rates of basic compensation of those officers and employees to whom section 202(a) applies to the new rates of basic compensation in the schedule amended by section 202(a).

Paragraph (1) of section 202(b) applies to each officer or employee who is receiving basic compensation, immediately prior to the effective date of section 202, at one of the scheduled rates or longevity rates of a grade of the general schedule of the Classification Act of 1949, as amended. Such officer or employee will receive a new rate of basic compensation at the corresponding scheduled rate or longevity rate in effect on and after such effective date of section 202.

Paragraph (2) of section 202(b) applies to each officer or employee who is receiving basic compensation, immediately prior to the effective date of section 202, at a rate between two scheduled rates or two longevity rates, or at a rate between a scheduled rate and a longevity rate, of a grade of the general schedule of the Classification Act of 1949, as amended. Such officer or employee will receive a new rate of basic compensation at the higher of the two corresponding rates in effect on and after such effective date of section 202.

14 SALARY INCREASES FOR POSTAL AND OTHER EMPLOYEES

Paragraph (3) of section 202(c) applies to each officer or employee (other than an officer or employee to whom par. (4) of sec. 202(b) applies) who is receiving basic compensation, immediately prior to the effective date of section 202, at a rate in excess of the maximum longevity rate of his grade, or at a rate in excess of the maximum scheduled rate of his grade (if there is no longevity rate for his grade), of the Classification Act of 1949, as amended. Such officer or employee will receive a new rate of basic compensation at a rate equal to the rate which he received immediately prior to such effective date of section 202, increased by an amount equal to the amount of the increase made by section 202(a) in the maximum longevity rate, or in the maximum scheduled rate, as the case may be, of his grade of the Classification Act of 1949 as amended. This new rate which he will receive will remain in effect until he leaves his position or until he becomes entitled to receive basic compensation at a higher rate by reason of the operation of the Classification Act of 1949, as amended. However, when his position becomes vacant, the rate of basic compensation of any later appointee to such position will be fixed in accordance with applicable provisions of the Classification Act of 1949, as amended.

Paragraph (4) of section 202(b) applies to each officer or employee who is receiving immediately prior to the effective date of section 202, pursuant to paragraph (4) of section 2(b) of the Federal Employees Salary Increase Act of 1955, an existing aggregate rate of compensation, determined under section 208(b) of the act of September 1, 1954 (68 Stat. 1111; Public Law 763, 83d Cong.), plus the amount of the increase provided by section 2 of the Federal Employees Salary Increase Act of 1955 and by section 2 of the Federal Employees Salary Increase Act of 1958. Such officer or employee will receive an aggregate rate of compensation equal to the sum of (1) his existing aggregate rate of compensation determined under the savings provisions of section 208(b) of the act of September 1, 1954, referred to above, and (2) the amount of the increase provided by section 2 of the Federal Employees Salary Increase Act of 1955, and (3) the amount of the increase provided by section 2 of the Federal Employees Salary Increase Act of 1958, and (4) the amount of the increase made by section 202 of this bill in the maximum longevity rate of his grade. This rate will remain in effect for such officer or employee until he leaves his position or until he is entitled to receive aggregate compensation at a higher rate by reason of the operation of title II of the bill or any other law. However, when the position becomes vacant, the aggregate rate of compensation of any later appointee thereto will be fixed in accordance with applicable provisions of law. Paragraph (4) of section 202(b) also contains a provision to the effect that, subject to the possibility that any such officer or employee may leave his position or may become entitled to aggregate compensation at an even higher rate, the amount of the increase provided by section 202 is to be held and considered, for the savings purposes of section 208(b) of the act of September 1, 1954, to constitute a part of the existing aggregate rate of compensation of the officer or employee.

OFFICERS AND EMPLOYEES SUBJECT TO THE FOREIGN SERVICE ACT
OF 1946

Section 203 provides increases in the per annum rates of salary of certain officers and employees subject to the Foreign Service Act of 1946.

Section 412 of such act (22 U.S.C. 867) has 10 classes of Foreign Service officers, including the classes of career ambassador and of career minister. The per annum salary of a career ambassador is \$20,000. The per annum salary of a career minister is \$19,250. The respective per annum salaries for other Foreign Service officers within such classes are set forth in the schedule contained in such section 412. The maximum annual rate set forth in such schedule is \$18,700.

This schedule has no overlapping of rates between consecutive classes, with the exception of the lowest class which is the entrance-probationary level. All classes have the same number of step rates to provide equitable recognition and pay treatment for all officers in all classes as well as appropriate recognition of seniority in class.

Section 415 of such act (22 U.S.C. 870) has 22 classes of Foreign Service staff officers and employees. The respective per annum salaries for officers and employees within such classes are set forth in the schedule contained in such section 415. The maximum annual rate set forth in such schedule is \$13,160.

The schedule contained in such section 415 provides the same structure for the Foreign Service staff corps as contained in the Foreign Service Act of 1946 when it first became effective on November 13, 1946. The present rates in the schedule contained in such section 415, however, are the result of the several salary increases provided by law in 1948, 1951, 1955, and 1958. Section 203 of the bill contains increases for the Foreign Service of the United States based on the 9-percent increase proposed for the rates of the general schedule of the Classification Act of 1949 by section 202 of the bill. Accordingly, the two schedules set forth in sections 412 and 415 of the Foreign Service Act of 1946 are adjusted by 9 percent. In accordance with the needs of the Foreign Service of the United States the existing structures of the two schedules are kept intact, except that the top rates of the Foreign Service officer schedule have been compressed to keep below the Assistant Secretary level. Therefore, the present salary relationships between the general schedule of the Classification Act of 1949 and these two schedules contained in sections 412 and 415 of the Foreign Service Act of 1946 are also maintained.

It may be noted that section 203(d) contains a provision for the initial adjustment of the compensation of Foreign Service officers, Reserve officers, and Foreign Service staff officers and employees who are entitled to receive basic compensation immediately prior to the effective date of section 203 at one of the step rates provided by section 412 or 415 of the Foreign Service Act of 1946. These officers and employees will receive basic compensation on or after the effective date of section 203 at the corresponding step rate as provided by such section 412 or section 415 as amended by section 203.

OFFICERS AND EMPLOYEES IN THE DEPARTMENT OF MEDICINE AND
SURGERY IN THE VETERANS' ADMINISTRATION

Section 204 provides 9 percent increases in certain per annum rates of salary for officers and employees in the Department of Medicine and Surgery in the Veterans' Administration set forth in chapter 73 of title 38 of the United States Code.

Section 204(a) amends section 4103(b) of such chapter so as to increase the annual salary of the Chief Medical Director of the Department of Medicine and Surgery from \$19,580 to \$21,345.

Section 204(b) amends section 4103(c) of such chapter so as to increase the annual salary of the Deputy Chief Medical Director of the Department of Medicine and Surgery from \$18,480 to \$20,145.

Section 204(c) amends section 4103(d) of such chapter in two respects:

First, the annual salary of each Assistant Chief Medical Director of the Department of Medicine and Surgery is increased from \$17,380 to \$18,945.

Second, the minimum and maximum annual salary limitations for the positions of directors of service or chiefs of division are increased from the existing limitations of \$14,545 minimum to \$16,500 maximum to the new limitations of \$15,855 minimum to \$17,985 maximum. The increases in such limitations do not constitute automatic increases in the rates of salary within the pay ranges established by such limitations but will permit the appropriate adjustment of such rates of salary in accordance with the new limitations by the exercise of administrative authority.

Section 204(d) amends section 4103(e) of such chapter by increasing the minimum and maximum annual salary limitations for the Director of Nursing Service and the Deputy Director of Nursing Service. The limitations for the Director of Nursing Service are increased from the existing limitations of \$12,770 minimum to \$13,970 maximum to the new limitations of \$13,920 minimum to \$15,230 maximum. The limitations for the Deputy Director of Nursing Service are increased from the existing limitations of \$11,355 minimum to \$12,555 maximum to the new limitations of \$12,380 minimum to \$13,685 maximum. The increases in such limitations do not constitute automatic increases in the rates of salary within the pay ranges established by such limitations but will permit the appropriate adjustment of such rates of salary in accordance with the new limitations by the exercise of appropriate authority.

Section 204(e) amends section 4103(f) of such chapter by increasing the minimum and maximum annual salary limitations for Chief Pharmacist, Chief Dietitian, Chief Physical Therapist, and Chief Occupational Therapist in the Department of Medicine and Surgery. The existing limitations of \$12,770 minimum to \$13,970 maximum for the Chief Pharmacist and the Chief Dietitian are increased to the new limitations of \$13,920 minimum to \$15,230 maximum. The existing limitations of \$11,355 minimum to \$12,555 maximum for the

SALARY INCREASES FOR POSTAL AND OTHER EMPLOYEES 17

Chief Physical Therapist and the Chief Occupational Therapist are increased to the new limitations of \$12,380 minimum to \$13,685 maximum. The increases in such limitations do not constitute automatic increases in the rates of salary within the pay ranges established by such limitations but will permit the appropriate adjustment of such rates of salary in accordance with the new limitations by the exercise of appropriate authority.

Section 204(f) amends section 4107 of such chapter to increase the minimum and maximum annual salary limitations for employees of the Medical Service, Dental Service, and Nursing Service of the Department of Medicine and Surgery. These increases in minimum and maximum annual salary limitations do not constitute automatic increases in the rates of salary within the new pay ranges established by such limitations. However, such increases in annual salary limitations will permit the appropriate adjustment of the rates of salary within the new pay ranges by the exercise of administrative authority.

Section 204(g) amends section 4108(d) of such chapter which now prescribes an allowance of 15 percent of basic pay, in addition to the regular basic pay, for persons rated as medical, surgical, or dental specialists, and also establishes \$16,000 as the maximum annual amount of pay plus such allowance which any such specialist may be granted. The amendment made by section 204(g), in conformity with the salary increase provisions of section 204 generally, increases the authorized maximum annual amount of pay plus such allowance from \$16,000 to \$17,440.

AGRICULTURAL STABILIZATION AND CONSERVATION COUNTY
COMMITTEE EMPLOYEES

Section 205(a) provides for increases in the rates of per annum compensation of persons employed by the county committees established pursuant to section 8(b) of the Soil Conservation and Domestic Allotment Act (16 U.S.C. 590h(b)). These increases will be in amounts equal, so far as is practicable, to the increases provided for corresponding rates of compensation applicable to other classes of employees covered by the committee amendment. In general, the increases will average 9 percent of existing rates of compensation of the county committee employees concerned.

The individuals whose rates of compensation will be increased by section 205(a) are engaged in the performance of Federal functions under the jurisdiction of the U.S. Department of Agriculture in carrying out programs authorized by the Soil Conservation and Domestic Allotment Act. Their existing rates of compensation are established administratively, subject to approval by officials of the Department of Agriculture, in a salary schedule which is patterned in general along the lines of the general schedule of the Classification Act of 1949, as amended, except that the salary schedule for such employees consists of only 10 grades. The existing rates of compensation are printed in roman, and the increased rates provided for by

section 205(a) of the committee amendment are printed in *italic*, in the following schedule:

Salary schedule for A&C county office employees

CO and COF grade	Per annum step rates							Longevity		
	1	2	3	4	5	6	7	x	y	z
Present rate 10.....	\$7,000	\$7,150	\$7,300	\$7,450	\$7,600	\$7,750	\$7,900	\$8,050	\$8,200	\$8,350
Proposed rate 10.....	<i>7,630</i>	<i>7,784</i>	<i>7,937</i>	<i>8,191</i>	<i>8,284</i>	<i>8,443</i>	<i>8,611</i>	<i>8,775</i>	<i>8,938</i>	<i>9,102</i>
Present rate 9.....	6,000	6,150	6,300	6,450	6,600	6,750	6,900	7,050	7,200	7,350
Proposed rate 9.....	<i>6,540</i>	<i>6,704</i>	<i>6,867</i>	<i>7,031</i>	<i>7,194</i>	<i>7,358</i>	<i>7,521</i>	<i>7,685</i>	<i>7,848</i>	<i>8,012</i>
Present rate 8.....	5,000	5,150	5,300	5,450	5,600	5,750	5,900	6,050	6,200	6,350
Proposed rate 8.....	<i>5,450</i>	<i>5,614</i>	<i>5,777</i>	<i>5,941</i>	<i>6,104</i>	<i>6,268</i>	<i>6,431</i>	<i>6,595</i>	<i>6,758</i>	<i>6,922</i>
Present rate 7.....	4,100	4,250	4,400	4,550	4,700	4,850	5,000	5,150	5,300	5,450
Proposed rate 7.....	<i>4,409</i>	<i>4,583</i>	<i>4,756</i>	<i>4,930</i>	<i>5,123</i>	<i>5,287</i>	<i>5,450</i>	<i>5,614</i>	<i>5,777</i>	<i>5,941</i>
Present rate 6.....	3,810	3,920	4,030	4,140	4,250	4,360	4,470	4,580	4,690	4,800
Proposed rate 6.....	<i>4,153</i>	<i>4,273</i>	<i>4,393</i>	<i>4,513</i>	<i>4,633</i>	<i>4,752</i>	<i>4,872</i>	<i>4,992</i>	<i>5,112</i>	<i>5,232</i>
Present rate 5.....	3,560	3,670	3,780	3,890	4,000	4,110	4,220	4,330	4,440	4,550
Proposed rate 5.....	<i>3,830</i>	<i>4,000</i>	<i>4,120</i>	<i>4,240</i>	<i>4,360</i>	<i>4,480</i>	<i>4,600</i>	<i>4,720</i>	<i>4,840</i>	<i>4,960</i>
Present rate 4.....	3,310	3,420	3,530	3,640	3,750	3,860	3,970	4,080	4,190	4,300
Proposed rate 4.....	<i>3,608</i>	<i>3,728</i>	<i>3,848</i>	<i>3,968</i>	<i>4,087</i>	<i>4,207</i>	<i>4,327</i>	<i>4,447</i>	<i>4,567</i>	<i>4,687</i>
Present rate 3.....	3,060	3,155	3,250	3,345	3,440	3,535	3,630	3,725	3,820	3,915
Proposed rate 3.....	<i>3,335</i>	<i>3,439</i>	<i>3,542</i>	<i>3,646</i>	<i>3,750</i>	<i>3,853</i>	<i>3,957</i>	<i>4,060</i>	<i>4,164</i>	<i>4,267</i>
Present rate 2.....	2,810	2,905	3,000	3,095	3,190	3,285	3,380	3,475	3,570	3,665
Proposed rate 2.....	<i>3,063</i>	<i>3,166</i>	<i>3,270</i>	<i>3,374</i>	<i>3,477</i>	<i>3,581</i>	<i>3,684</i>	<i>3,788</i>	<i>3,891</i>	<i>3,995</i>
Present rate 1.....	2,560	2,655	2,750	2,845	2,940	3,035	3,130	3,225	3,320	3,415
Proposed rate 1.....	<i>2,790</i>	<i>2,894</i>	<i>2,997</i>	<i>3,101</i>	<i>3,205</i>	<i>3,308</i>	<i>3,412</i>	<i>3,515</i>	<i>3,619</i>	<i>3,722</i>

It is to be observed that the salary increases provided for by section 205(a) are mandatory and will become effective on the first day of the first pay period of the employees concerned which begins on or after July 1, 1960—as is the case with respect to the salary increases provided for other classes of employees under the committee amendment.

Section 205(b)(1) extends the coverage of the Civil Service Retirement Act, as amended (5 U.S.C. 2252), to persons employed by the county committees established pursuant to section 8(b) of the Soil Conservation and Domestic Allotment Act—that is, the persons for whom salary increases are provided by section 205(a) of the committee amendment. This extension of coverage of the Civil Service Retirement Act is subject to three specific requirements.

Under the first such requirement, the Secretary of Agriculture is directed to prescribe and issue appropriate regulations to provide a means of effecting the application and operation of the Civil Service Retirement Act with respect to the persons brought within coverage of such act by the committee amendment.

Under the second requirement, the U.S. Civil Service Commission is directed to accept the certification of the Secretary of Agriculture or his designee with respect to service rendered by the county committee employees, prior to the effective date of the committee amendment, which is creditable for purposes of the Civil Service Retirement Act.

Under the third such requirement, service rendered by any such county committee employee before the effective date of the committee amendment may be included in computing total creditable service for purposes of the Civil Service Retirement Act only if (1) the employee has to his credit at least 5 years of allowable service under such act

(including service allowable under the committee amendment) and (2) within 2 years after the effective date of the committee amendment the employee deposits in the civil service retirement and disability fund, with interest, a sum equal to the total of the amounts which would have been deducted from his salary, during the period of service for which civil service retirement credit is claimed, had he been subject to the Civil Service Retirement Act during such period. Interest on such deposits shall be computed at the rates of 4 percent per annum to December 31, 1947, and 3 percent per annum thereafter, compounded on December 31 of each year.

Section 205(b)(2) provides that civil service retirement annuity benefits provided for by section 205(b) of the committee amendment shall be paid from the civil service retirement and disability fund notwithstanding any other provision of law. This specific authorization is necessary to carry out the intent of section 205(b) that the annuity benefits granted thereby shall be paid from the fund without regard to any existing law which requires, as a condition precedent to the payment of any benefits from the fund, an appropriation to reimburse the fund for the cost of such benefits.

Section 205(c) extends the coverage of the Federal Employees' Group Life Insurance Act of 1954, as amended (5 U.S.C. 2091), to persons employed by the county committees established pursuant to section 8(b) of the Soil Conservation and Domestic Allotment Act—that is, the persons for whom salary increases and retirement benefits are provided by subsections (a) and (b) of section 205 of the committee amendment. This extension of coverage—provided by an amendment which adds a new subsection (d) at the end of section 2 of the Federal Employees Group Life Insurance Act of 1954, as amended—is authorized under such conditions of eligibility as the U.S. Civil Service Commission by regulation may prescribe, and the Secretary of Agriculture is required to prescribe and issue appropriate regulations to provide a means of effecting the application and operation of the new subsection (d) of section 2 of the Federal Employees' Group Life Insurance Act of 1954 with respect to such persons.

Section 205(d) extends the coverage of the Federal Employees Health Benefits Act of 1959 (5 U.S.C. 3002), to persons employed by the county committees established pursuant to section 8(b) of the Soil Conservation and Domestic Allotment Act—that is, the persons for whom salary increases and retirement and life insurance coverage are provided by subsections (a), (b), and (c) of section 205 of the committee amendment. This extension of coverage—provided by an amendment which adds a new subsection (f) at the end of section 3 of the Federal Employees Health Benefits Act of 1959—is authorized under such conditions of eligibility as the U.S. Civil Service Commission by regulation may prescribe, and the Secretary of Agriculture is required to prescribe and issue appropriate regulations to provide a means of effecting the application and operation of the new subsection (f) of section 3 of the Federal Employees Health Benefits Act of 1959 with respect to such persons.

The salary increases and the extension of the civil service retirement, Federal employees' group life insurance, and Federal employees health benefit programs, provided for by section 205 of the committee amendment, will become effective on the first day of the first pay period of the employees concerned which begins on or after July 1, 1960.

OFFICERS AND EMPLOYEES IN THE JUDICIAL BRANCH OF THE
GOVERNMENT

Section 206 of the bill provides for increases in the rates of basic compensation of certain officers and employees in the judicial branch of the Government in amounts which are equal to the increases provided for by section 202 of the bill increasing rates of compensation for officers and employees subject to the Classification Act of 1949.

Section 206(a) of the bill extends these increases to the following officers and employees in the judicial branch:

(1) Clerical, stenographic, and other assistants of the referees in bankruptcy whose respective rates of compensation are fixed by the Director of the Administrative Office of the U.S. Courts under paragraph (2) of subdivision a of section 62 of the Bankruptcy Act (11 U.S.C. 102(a)(2));

(2) Probation officers and clerical help whose salaries are fixed by the Director of the Administrative Office of the U.S. Courts under section 3656 of title 18 of the United States Code;

(3) Employees of the Administrative Office of the U.S. Courts whose respective rates of compensation are fixed in accordance with the Classification Act of 1949 by the Director of such Office under the third sentence of section 603 of title 28 of the United States Code;

(4) Clerks of court, deputies, librarians, criers, messengers, law clerks, secretaries, stenographers, clerical assistants, and other employees of the courts whose respective rates of compensation are fixed by the Director of the Administrative Office of the U.S. Courts, under the supervision and direction of the Judicial Conference of the United States, under authority of section 604(a)(5) of title 28 of the United States Code;

(5) The Marshal of the Supreme Court of the United States whose compensation is fixed by such Court under section 672 of title 28 of the United States Code and necessary assistants and other employees to attend such Court whose respective rates of compensation are fixed by the Marshal under such section;

(6) The Reporter of the Supreme Court of the United States whose compensation is fixed by such Court under section 673 of title 28 of the United States Code and professional and clerical assistants and other employees whose respective rates of compensation are fixed by such Reporter, with the approval of such Court or the Chief Justice of the United States, under such section;

(7) The librarian of the Supreme Court of the United States whose salary is fixed by such Court under section 674 of title 28 of the United States Code and assistants to the librarian whose respective rates of compensation are fixed by such librarian, with the approval of the Chief Justice of the United States, under such section;

(8) Law clerks and secretaries to the Chief Justice and Associate Justices of the Supreme Court of the United States whose respective salaries are fixed by such Court under section 675 of title 28 of the United States Code.

(9) The Deputy Director of the Administrative Office of the U.S. Courts whose annual rate of compensation is prescribed by section 107(a)(6) of the act of July 31, 1956, as amended (5 U.S.C. 2206(a)(6)).

Section 206(b) provides comparable increases in the compensation of secretaries and law clerks of Federal circuit and district judges.

The general salary structure for these secretaries and law clerks is provided for in the annual appropriation acts for the judicial branch for each fiscal year.

For example, the pertinent provision of the Judiciary Appropriation Act, 1960 (title III of the Departments of State and Justice, the Judiciary, and Related Agencies Appropriation Act, 1960; 73 Stat. 192; Public Law 86-84), is as follows:

SALARIES OF SUPPORTING PERSONNEL

For salaries of all officials and employees of the Federal Judiciary, not otherwise specifically provided for, \$21,426,000: *Provided*, That the compensation of secretaries and law clerks of circuit and district judges shall be fixed by the Director of the Administrative Office of the United States Courts without regard to the Classification Act of 1949, as amended, except that the salary of a secretary shall conform with that of the General Schedule grades (GS) 5, 6, 7, 8, 9, or 10, as the appointing judge shall determine, and the salary of a law clerk shall conform with that of the General Schedule grades (GS) 7, 8, 9, 10, 11, or 12, as the appointing judge shall determine, subject to review by the Judicial Conference of the United States if requested by the Director, such determination by the judge otherwise to be final: *Provided further*, That (exclusive of step increases corresponding with those provided for by title VII of the Classification Act of 1949, as amended, and of compensation paid for temporary assistance needed because of an emergency) the aggregate salaries paid to secretaries and law clerks appointed by one judge shall not exceed \$14,835 per annum, except in the case of the chief judge of each circuit and the chief judge of each district court having five or more district judges, in which case the aggregate salaries shall not exceed \$19,815 per annum.

Under this provision, the compensation of such secretaries and law clerks of Federal circuit and district judges is fixed by the Director of the Administrative Office of the U.S. Courts without regard to the Classification Act of 1949, as amended, except that—

(1) the salary of a secretary shall conform with that of grade GS-5, GS-6, GS-7, GS-8, GS-9, or GS-10 of the general schedule of such act, as the appointing judge shall determine; and

(2) the salary of a law clerk shall conform with that of grade GS-7, GS-8, GS-9, GS-10, GS-11, or GS-12 of such schedule, as the appointing judge shall determine.

These determinations of the appointing judge are subject to review by the Judicial Conference of the United States if requested by the Director of the Administrative Office of the U.S. Courts. Otherwise, these determinations are final.

This provision also contains language to the effect that, with the exception of certain step increases and compensation for temporary assistance in emergencies, (1) the aggregate salaries paid to secretaries and law clerks appointed by one judge shall not exceed \$14,835 per

annum and (2) in the case of the chief judge of each circuit and the chief judge of each district court having five or more district judges, the aggregate salaries paid to secretaries and law clerks shall not exceed \$19,815 per annum.

Section 206(b) has the effect of increasing the above-mentioned limitations of \$14,835 and \$19,815, in the applicable provision of that appropriation act for the judicial branch which is in effect on the effective date of section 206, by the amounts necessary to pay to secretaries and law clerks of Federal circuit and district judges the comparable additional basic compensation provided by title II of the bill.

Section 206(c) increases the maximum limitation on the annual salaries of court reporters of the district courts of the United States, the U.S. District Court for the District of the Canal Zone, the District Court of Guam, and the District Court of the Virgin Islands. This limitation is increased from \$7,095 to \$7,735. Such increase in maximum annual salary limitation will enable the Judicial Conference of the United States in its discretion to grant appropriate increases in the rates of annual salaries of such court reporters.

OFFICERS AND EMPLOYEES IN THE LEGISLATIVE BRANCH OF THE
GOVERNMENT

Section 207 of the reported bill provides for increases of 9 percent in the rates of annual compensation of certain officers and employees in or under the legislative branch of the Government.

Section 207(a) provides for such 9-percent increases in the compensation of legislative officers and employees whose rates of compensation are increased by section 5 of the Federal Employees Pay Act of 1946. This includes each officer or employee whose aggregate rate of compensation comprises a rate of basic compensation fixed in accordance with law or resolution plus additional compensation provided by the several salary increase acts or resolutions enacted or adopted during or since 1946.

Section 207(b), which relates solely to employees in the offices of Senators, provides that the basic compensation of each employee in the office of a Senator shall be adjusted, effective on the 1st day of July 1960, to the lowest multiple of \$60 which will provide a gross rate of compensation which is not less than the gross rate such employee was receiving immediately prior to such date. This provision, however, will not apply to any such employee if, on or before the 15th day following the date of enactment of the bill, the Senator by whom such employee is employed notifies the disbursing office of the Senate in writing that he does not wish this provision to apply to such employee. Section 207(b) further provides that in any case in which, at the expiration of the time within which a Senator may give notice under section 207(b), such Senator is deceased, then such notice shall be considered to have been given.

Section 207(c) increases by 9 percent the aggregate or gross annual rates of compensation of the following officers and employees of the Senate:

- (1) each of the elected officers of the Senate (except the Presiding Officer of the Senate);
- (2) the Parliamentarian of the Senate;

- (3) the Legislative Counsel of the Senate;
(4) the respective senior counsel in the Office of the Legislative Counsel of the Senate; and
(5) the Chief Clerk of the Senate.

The respective increases in compensation provided by section 207(c) will be effected without regard to any limitations on basic or gross per annum compensation of officers and employees of the Senate contained in the paragraph under the heading "Senate" in the Legislative Appropriation Act, 1956 (69 Stat. 510; Public Law 242, 84th Cong.).

Section 207(d) amends the provision contained in the Legislative Appropriation Act, 1956, referred to immediately above, which now provides that no officer or employee whose compensation is disbursed by the Secretary of the Senate shall be paid basic compensation at a rate in excess of \$8,880 per annum or gross compensation at a rate in excess of \$16,300 per annum, unless otherwise expressly authorized by law. The amendment made by section 207(d) changes the limitation on gross compensation from \$16,300 to \$17,900. The amendment also adds language which makes this limitation inapplicable to certain employees in Senators' offices and on Senate committee staffs with respect to whom other limitations are imposed by subsections (g) and (h) of section 207 of the bill.

Section 207(c) makes section 207(a), which provides increases in compensation for legislative officers and employees generally, inapplicable with respect to Senate folding room employees; that is, those employees whose compensation is paid from the appropriation contained in the paragraph designated "Folding documents" under the heading "Contingent expenses of the Senate" in the Legislative Branch Appropriation Act, 1960 (73 Stat. 401; Public Law 86-176), or any subsequent appropriation act.

Section 207(c) also increases the maximum limitation on the compensation of such employees, which is contained in the provision of law referred to immediately above, by that amount (that is, 9 percent in the case of this bill as reported by the House committee) which is necessary to provide such employees with increases corresponding to the increases provided by section 207(a). Such increase in limitation will not result in automatic salary increases for the employees concerned but will permit the administrative adjustment of the compensation of such employees subject to the limitation as so increased.

Section 207(f) provides that the official reporters of proceedings and debates of the Senate and their employees shall be considered to be officers or employees in or under the legislative branch of the Government within the meaning of section 207(a). Section 207(f) brings such reporters and employees within the classes of individuals who will receive increases in compensation under section 207(a).

Section 207(g) amends a provision of the Legislative Appropriation Act, 1956 (69 Stat. 505; Public Law 242, 84th Cong.), relating to the compensation of employees of committees of the Senate. Such provision now authorizes the basic compensation of employees of each committee of the Senate, whose basic compensation may be fixed under certain provisions of law at the rate of \$8,000 per annum, to be fixed at any rate not in excess of \$8,040 per annum, except that the basic compensation of one such employee of each committee may be fixed at any rate not in excess of \$8,880 per annum and the basic compensa-

tion of two such employees of each such committee may be fixed at any rate not in excess of \$8,460 per annum. This provision is applicable with respect to each standing or select committee of the Senate (including the majority and minority policy committees and the majority conference of the Senate and the minority conference of the Senate) and each joint committee of the two Houses of Congress the expenses of which are paid from the contingent fund of the Senate. An employee of a subcommittee is considered to be an employee of the full committee for purposes of this provision.

Section 207(g) amends this provision so as to provide that (1) in lieu of the limitation of \$8,040, the basic compensation of such committee employees who heretofore have been subject to that limitation may be fixed at any rate (A) which is a multiple of \$60 and (B) which will produce gross compensation (basic compensation plus additional compensation authorized by law) not exceeding the maximum rate of grade 16 of the general schedule of the Classification Act of 1949, (2) in lieu of the \$8,460 limitation, the basic compensation of the two employees of each such committee who heretofore have been subject to that limitation may be fixed at any rate (A) which is a multiple of \$60 and (B) which will produce gross compensation (as described above) not exceeding the maximum rate of grade 17 of such schedule, and (3) in lieu of the \$8,880 limitation, the basic compensation of the one employee of each such committee who heretofore has been subject to that limitation may be fixed at any rate (A) which is a multiple of \$60 and (B) which will produce gross compensation (as described above) not exceeding the maximum rate (grade 18) of such schedule.

Section 207(h)(1) amends a provision of law which appears in the Legislative Branch Appropriation Act, 1947, as amended (2 U.S.C. 60f), relating to the rates of basic compensation of employees in Senators' offices. Under this provision, the basic compensation of these employees may not be fixed at rates exceeding \$5,100 per annum, except that the basic compensation of one employee in each Senator's office may be paid at the rate of \$8,040 per annum, one at \$8,460 per annum, and one at \$8,880 per annum.

Section 207(h)(1) amends this provision so as to provide limitations corresponding to those described above with respect to Senate committee employees. Thus the employee who heretofore has been subject to the \$8,040 limitation may be paid basic compensation at any rate which is a multiple of \$60 and which will produce gross compensation not exceeding the maximum rate of grade 16 of the general schedule of the Classification Act of 1949; the employee heretofore subject to the \$8,460 limitation may be paid basic compensation at any rate which is a multiple of \$60 and which will produce gross compensation not exceeding the maximum rate of grade 17 of such schedule; and the employee heretofore subject to the \$8,880 limitation may be paid basic compensation at any rate which is a multiple of \$60 and which will produce gross compensation not exceeding the maximum rate (grade 18) of such schedule.

Section 207(h)(2) increases basic clerk hire allowances of Senators by the amounts necessary to enable each Senator, if he so chooses, to make the increases in basic compensation which would be made possible by the amendments described in the foregoing paragraph.

Section 207(i) establishes new rates of total per annum compensation for the respective administrative assistants to the Speaker,

majority leader, minority leader, majority whip, and minority whip, and for the administrative assistant to any Member of the House who has served as Speaker of the House. It is required that each of these total per annum compensation rates be equal to the maximum rate provided by the general schedule of the Classification Act of 1949, as in effect from time to time. At present, the per annum rate of basic compensation of each of these administrative assistants (except the administrative assistant to any House Member who has served as Speaker) is \$8,880 under authority of section 4(n) of the Federal Employees Salary Increase Act of 1958 (72 Stat. 209; Public Law 85-462; 2 U.S.C. 74a, note). The existing per annum rate of basic compensation of the administrative assistant to a Member of the House who has served as Speaker of the House is fixed by House Resolution 89, 86th Congress, and section 103 of the Legislative Branch Appropriation Act, 1960 (73 Stat. 412; Public Law 86-176) at \$8,880. Section 207(i) provides for a new total per annum rate of compensation for each of these administrative assistants by increasing his basic per annum rate to an amount which, together with the additional per annum compensation which he is granted by law, is equal to the maximum rate provided by the general schedule of the Classification Act of 1949, as amended. If, in the future, a change occurs in such maximum rate of the Classification Act of 1949, as amended, the compensation of these administrative assistants will change accordingly so that the total per annum compensation of such administrative assistants will be equal at all times to such maximum rate.

Sections 207(j) and 207(k) provide for adjustments in the respective amounts of per annum basic compensation which may be prescribed for and paid to the respective professional and clerical staff members of the standing committees of the House of Representatives.

Section 207(j) amends and modifies section 202(e) of the Legislative Reorganization Act of 1946 (2 U.S.C. 72a(e)), as amended by section 4(o) of the Federal Employees Salary Increase Act of 1958 (72 Stat. 209; Public Law 85-462). Such section 202(e), as so amended by such section 4(o), now contains the maximum per annum basic compensation rates for professional and clerical staff members of the standing committees of the House. The amount of such maximum basic rates is now \$8,880. Section 207(j) increases such maximum basic rates to the highest amount which, together with additional compensation authorized by law, will not exceed the maximum rate authorized by the Classification Act of 1949, as in effect from time to time. This maximum rate is the highest rate of the general schedule of such act. In effect, the amendments contained in section 207(j) propose a new maximum annual salary limitation or ceiling for House standing committee professional and clerical staff members by permitting the establishment by appropriate authority of a total annual rate of compensation which is not in excess of the highest rate of the general schedule of the Classification Act of 1949, as amended. If, in the future, a change occurs in such maximum rate of the Classification Act of 1949, as amended, the maximum annual salary limitation or ceiling for professional and clerical staff members of the standing committees of the House will change accordingly so that such salary limitation or ceiling will be fixed at all times at such maximum rate.

It should be noted that section 202(e) of the Legislative Reorganization Act of 1946, as amended by section 4(o) of the Federal Employees Salary Increase Act of 1958, and as proposed to be further amended by section 207(j) of this bill, applies only with respect to professional and clerical staff members of the standing committees of the House of Representatives. The provisions of law which apply with respect to the standing committee staff members of the Senate are the provisions of section 202(e) of the Legislative Reorganization Act of 1946, as in effect immediately prior to the amendment of such section 202(e) by section 12 of the Legislative Appropriation Act, 1956, and as modified by the provisions of the last paragraph under the heading "Senate" and the subheading "Contingent Expenses of the Senate" contained in the Legislative Appropriation Act, 1956, as amended by section 4(h) of the Federal Employees Salary Increase Act of 1958 (72 Stat. 208; Public Law 85-462; 2 U.S.C. 72a, note), and as proposed to be further amended by section 207(g) of this bill. Neither section 207(j) nor any other provision of section 207 changes or otherwise affects this divided application of section 202(e) of the Legislative Reorganization Act of 1946 with respect to the House and the Senate. In this connection reference is made to the discussion with respect to the application of section 202(e) of the Legislative Reorganization Act of 1946, in connection with section 4(o) of the Federal Employees Salary Increase Act of 1958, contained on page 14 of House Report No. 1660, 85th Congress.

Section 207(k) amends clause 28(c) (formerly clause 27(c)) of rule XI of the Rules of the House of Representatives which contains provisions to the same effect as section 202(e) of the Legislative Reorganization Act of 1946 with respect to the maximum per annum basic compensation which may be paid to staff members of House standing committees. The amendments made by section 207(k) to the Rules of the House increases the maximum per annum basic compensation limitation to the highest amount which, together with additional compensation authorized by law, will not exceed the maximum rate authorized by the Classification Act of 1949, as amended. These amendments are consistent with the amendments proposed by section 207(j) of the bill to section 202(e) of the Legislative Reorganization Act of 1946.

However, in order to make it clear that the constitutional rights and prerogatives of the House of Representatives are not affected in any way, section 207(k) also provides that the amendments to clause 28(c) (formerly clause 27(c)) of rule XI of the House rules are made as an exercise of the rulemaking power of the House of Representatives with full recognition of the constitutional right of the House of Representatives to change the rule so amended, at any time, in the same manner, and to the same extent as in the case of any other rule of the House of Representatives.

Section 207(l) is a general provision which extends the 9-percent increase in total annual compensation to certain other officers and employees of the House of Representatives not covered by any other salary increase provision of section 207.

Section 207(l) provides that each officer or employee of the House of Representatives, whose compensation is disbursed by the Clerk of the House of Representatives and is not increased automatically, or is not permitted to be increased administratively, by any other provision

of section 207, shall receive additional compensation at the rate of 9 percent of his total per annum compensation in effect immediately prior to the effective date of section 207. Section 207(l) has no application with respect to the Senate.

Section 207(l) provides increases of 9 percent in the total per annum compensation of the following officers and employees of the House of Representatives:

(1) the Parliamentarian of the House of Representatives, whose total rate of per annum compensation is now prescribed by House Resolution 339, 84th Congress, and section 103 of the Legislative Branch Appropriation Act, 1957 (70 Stat. 370; Public Law 624, 84th Cong.);

(2) the Assistant Parliamentarian No. 1 of the House of Representatives, whose total rate of per annum compensation is now prescribed by the authority of law set forth above with respect to the House Parliamentarian;

(3) the following elected officers of the House of Representatives, whose total rates of per annum compensation are now prescribed by House Resolution 486, 84th Congress, section 103 of the Legislative Branch Appropriation Act, 1957 (70 Stat. 370; Public Law 624, 84th Cong.), and section 4(k) of the Federal Employees Salary Increase Act of 1958 (72 Stat. 209; Public Law 85-462): the Clerk of the House, the Sergeant at Arms of the House, the Doorkeeper of the House, and the Postmaster of the House;

(4) the Chief of Staff of the Joint Committee on Internal Revenue Taxation, whose total per annum compensation is now fixed under section 107(a)(10) of the Federal Executive Pay Act of 1956 (5 U.S.C. 2206(a)(10)) and section 4(r) of the Federal Employees Salary Increase Act of 1958 (72 Stat. 209; Public Law 85-462);

(5) the Legislative Counsel of the House of Representatives, whose total per annum compensation is now fixed in accordance with a provision relating to the Legislative Counsel of the Senate in the Legislative Branch Appropriation Act, 1958 (71 Stat. 251; Public Law 85-75), as modified by sections 4(c) and 4(m) of the Federal Employees Salary Increase Act of 1958 (72 Stat. 208 and 209; Public Law 85-462);

(6) the Coordinator of Information of the House of Representatives, whose total per annum compensation is now fixed under House Resolution 183, 80th Congress, section 105 of the Legislative Branch Appropriation Act, 1948 (61 Stat. 377; Public Law 197, 80th Cong.), section 2(e) of the act of October 24, 1951 (65 Stat. 612; Public Law 201, 82d Cong.), section 4(c) of the Federal Employees Salary Increase Act of 1955 (69 Stat. 176; Public Law 94, 84th Cong.), and section 4(l) of the Federal Employees Salary Increase Act of 1958 (72 Stat. 209; Public Law 85-462);

(7) two printing clerks, one for the majority caucus room and one for the minority caucus room, whose total per annum compensation is now provided for in the annual appropriation act for the legislative branch, the latest such provision being the paragraph under the heading "House of Representatives" and the subheading "Special and Minority Employees" in the Legislative Branch Appropriation Act, 1960 (73 Stat. 403; Public Law 86-176);

(8) four minority employees of the House in positions referred to in House Resolution 486, 84th Congress, whose total per annum compensation is now fixed under such resolution and section 103 of the Legislative Branch Appropriation Act, 1957 (70 Stat. 370; Public Law 624, 84th Cong.), and section 4(r) of the Federal Employees Salary Increase Act of 1958 (72 Stat. 209; Public Law 85-462).

The above list of officers and employees who are granted increases in compensation by section 207(l) is not necessarily all-inclusive.

It may be noted, in connection with House officers and employees in the categories covered by section 207(l), that three employees in similar categories are granted increases in per annum compensation under section 207(a) rather than 207(l). These employees are as follows:

(1) the Chaplain of the House of Representatives, whose present rate of total per annum compensation consists of a per annum basic rate prescribed by section 6 of the Legislative Appropriation Act, 1956 (69 Stat. 508; Public Law 242, 84th Cong.), and additional compensation provided by the various pay increase laws covering legislative branch employees generally;

(2) the Assistant Parliamentarian No. 2 of the House of Representatives, whose present rate of total per annum compensation consists of a per annum basic rate provided by House Resolution 277, 82d Congress, and section 277 of the Legislative Branch Appropriation Act, 1953 (66 Stat. 478; Public Law 471, 82d Cong.), and additional compensation provided by the various pay increase laws covering legislative branch employees generally (excluding the Federal Employees Salary Increase Act of 1958); and

(3) the clerk to the House Parliamentarian, whose present rate of total per annum compensation consists of a per annum basic rate fixed under House Resolution 486, 85th Congress, and section 103 of the Legislative Branch Appropriation Act, 1959 (72 Stat. 453; Public Law 85-370), and additional compensation provided by the various pay increase laws covering legislative branch employees generally (excluding the Federal Employees Salary Increase Act of 1958).

Section 207(m) increases by 9 percent the maximum limitations on the compensation of House folding room employees. The annual appropriation acts for the legislative branch, in making appropriations for each fiscal year for folding speeches and pamphlets for the House of Representatives, have provided two kinds of limitations with respect to the payment of compensation for such folding activities. These limitations are on the gross rate payable per thousand of matter folded for the House and on the gross rate payable per hour to each person engaged in such folding activities for the House.

For example, the pertinent provision of the Legislative Branch Appropriation Act, 1960 (73 Stat. 405; Public Law 86-176), which covers the fiscal year ending June 30, 1960, is as follows with respect to the House:

FOLDING DOCUMENTS

For folding speeches and pamphlets, at a gross rate not exceeding \$2.36 per thousand or for the employment of per-

SALARY INCREASES FOR POSTAL AND OTHER EMPLOYEES

sonnel at a gross rate not exceeding \$1.77 per hour per person, \$220,000.

Section 207(m) increases by 9 percent the limitations on gross rate per thousand and gross rate per hour per person contained in applicable law on the effective date of section 207 which governs the folding of speeches and pamphlets for the House of Representatives. In effect, section 207(m) increases existing limitations in applicable law (similar to that set forth above) with respect to the compensation of House folding room employees. The increases in such limitations do not constitute automatic increases in the respective rates of compensation of House folding room employees but such increases will permit the appropriate adjustment of such rates in accordance with the new limitations by the exercise of administrative authority.

Section 207(m) further provides that the amount of the increase in each of the two limitations shall be computed to the nearest cent, counting one-half cent and over as a whole cent. For example, 9 percent of the existing gross rate limitation of \$1.77 per hour per person is 15.93 cents. Under the foregoing computation requirement, this increase of 15.93 cents becomes an increase of 16 cents in the gross rate per hour per person limitation. On the other hand, 9 percent of the existing gross rate limitation of \$2.36 per thousand of matter folded is 21.24 cents. Under the computation requirement, this increase of 21.24 cents becomes an increase of 21 cents in the limitation on the gross rate per thousand of matter folded.

It should be noted that the compensation of these House folding room employees is not increased by any provision of section 207 other than as provided for by section 207(m).

Section 207(n) provides that the additional compensation provided by section 207 shall be considered a part of basic compensation for purposes of the Civil Service Retirement Act (5 U.S.C. 2251 and following). Such additional compensation, therefore, will be subject to retirement deductions.

Section 207(n) is necessary to remove any inference that such deductions may not be made. Such inference might result from language contained in section 1(d) of the Civil Service Retirement Act (5 U.S.C. 2251(d)) to the effect that—

* * * the term "basic salary" shall not include * * * compensation given in addition to the base pay of the position as fixed by law or regulation * * *.

The aggregate rate of annual compensation of many individuals in the legislative branch consists of a basic rate, plus a series of amounts which are provided by various pay acts and resolutions and are often referred to as "additional compensation." Section 4(i) of the Federal Employees Salary Increase Act of 1955 (69 Stat. 178; Public Law 94, 84th Cong.), which provided that amounts of "additional compensation" provided for legislative employees by section 4(a) of such act and by other pay-increase laws, restated and clarified the view that "additional compensation" of legislative employees is "base pay" for retirement purposes and, therefore, is subject to retirement deductions. Section 4(g) of the Federal Employees Salary Increase Act of 1958 (72 Stat. 208; Public Law 85-426) reaffirmed this policy with respect to the additional compensation provided for officers and employees in the legislative branch by section 4 of that act. In like

manner, section 207(n) of this bill reaffirms this policy with respect to the additional compensation provided by such section 207.

TITLE III—GENERAL PROVISIONS

AUTHORIZATION OF APPROPRIATIONS

Section 301 authorizes the appropriation of such amounts as may be necessary to carry out the provisions of the bill.

EFFECTIVE DATE

Section 302, which is effective on the date of enactment of the bill, provides that the other provisions of the bill will become effective on the first day of the first pay period which begins on or after July 1, 1960.

MINORITY VIEWS ON H.R. 9883

This legislation, which provides a 9-percent across-the-board increase in the salaries of some 1.7 million Federal employees at an estimated annual cost of \$810 million, is unjustified, unfair, and represents fiscal irresponsibility.

OBJECTIONS TO THE BILL

1. The bill provides for salary rates that are not justified, that are not based on rational or objective data.
2. It ignores the facts presented in the testimony which clearly indicate that if adjustments are needed they should be on a selective basis—not a uniform percentage increase.
3. The bill fails not only to provide for necessary reform in the Classification Act salary structure but also creates new distortions and inequities in the postal field service and rural carrier schedules.
4. It makes no provision for handling future pay adjustments in a logical, objective manner.
5. The bill represents financial irresponsibility.

NO RATIONAL OR OBJECTIVE BASIS FOR 9 PERCENT

The 9-percent across-the-board increase for 1.7 million Federal employees has no justification whatever. This proposed increase merely accentuates present unjustified differences in our pay systems. In other words, the 9 percent is not stopgap legislation but represents a compounding of existing inconsistencies. No testimony was presented during the several weeks of hearings to warrant this particular size increase.

Since 1945 the classified employees of the Federal Government have received seven pay increases. Actually an eighth was passed by Congress in 1957 calling for an 11-percent average increase but it was not approved by the President. During these 15 years the salary ceiling has been raised from \$10,000 to \$17,500. Let's look at the average increases our classified employees have actually received in the past 15 years:

- In 1945: An average increase of 15.9 percent.
- In 1946: An average increase of 14.2 percent.
- In 1948: An average increase of 11.0 percent.
- In 1949: An average increase of 4.0 percent.
- In 1951: An average increase of 10.0 percent.
- In 1955: An average increase of 7.5 percent.
- In 1958: An average increase of 10.0 percent.

In summary for the classified employees during the past 15 years the Congress has approved eight pay raises amounting to an overall percentage increase of 83.6 percent. The employees have received seven increases, representing "in pocket" an average increase of 72.6 percent.

Now let us review the reaction of Congress to salary and wage demands for postal employees. Since 1945 Congress has passed legislation on nine different occasions for the employees in the postal service. Two of these were vetoed, in 1955 and in 1957.

Between 1945 and 1955 the postal employees working on an annual basis have received an actual increase in pay of \$1,770 and fourth-class postmasters were raised in excess of 70 percent. Since 1955 postal employees in the lower pay levels have actually received a 19-percent increase in pay. Ample increases have been provided for other postal employees in the higher pay levels.

Since June 1958, when our Federal employees received their last salary increase, the Consumer Price Index of the Bureau of Labor Statistics has increased 1.6 percent. It is indeed difficult to understand how a 9-percent salary increase can be justified for a Classification Act GS-18, now drawing \$17,500 or a Foreign Service officer, class 1, now paid \$16,060 per annum, in the face of this 1.6-percent price rise.

Evidence was presented our committee which indicated that since 1939 prices have gone up 111.5 percent, based on the Bureau of Labor Statistics Consumer Price Index, and during that same time the starting salaries of clerk/carriers in the postal field service have risen 137.5 percent. This means the starting salaries of clerk/carriers in the postal field service have increased 26 points faster than have the price of goods purchased.

During our public hearings the committee heard several employee organization groups testify that for specific jobs in specific areas of the country the Federal employee was lagging considerably behind the pay of his fellow workers.

Looking at the Nation as a whole and the 550,000 postal employees working in every community in America, it is interesting to note that in a Bureau of Labor Statistics survey in 1959 in 31 areas of our Nation the hourly rate of pay for an industrial worker was \$2.20 as compared to \$2.31½ per hour for a regular postal clerk/carrier.

The only sound and justifiable basis for setting Federal salaries is their comparability with rates paid for similar work in private industry. A number of employee organizations appeared to support this principle but they will maintain that an immediate pay adjustment is necessary. In our opinion, the evidence presented did not support this position.

We believe that pay should be based on the comparability of skills and responsibilities. We cannot in the Federal Government succumb to a wage-fixing policy based on personal need. Representatives of some employee organizations, appearing before our committee, attempted to justify a pay increase on the basis of personal need and, in turn, offered evidence showing "model" budgets purporting to show that the average family requires an income in excess of \$6,000 per year in order to maintain an acceptable standard of living. In our American economy the pay of the individual is based on his contribution to our economy and not on the way of life that he would like to have. Adoption of the policy of paying employees on personal need is most certainly a departure from the Federal Government's long-established principle of "equal pay for equal work." Followed to its logical conclusion, a system of pay based on need would necessitate paying one rate for single men, another for married men, and a variety of other

rates for employees having different numbers of dependents. We must reiterate that the American way is to pay on the basis of the value of the service rendered.

Mr. Ewan Clague, Commissioner of Labor Statistics, presented factual evidence to show that some salary levels have risen more rapidly than the Consumer Price Index, while other Federal salaries have lagged behind. If we assume that the change in the price index is an appropriate basis for adjusting Federal salaries, which we do not necessarily accept, the uniform 9-percent increase as provided by H.R. 9883 is obviously not the way to remove the inequities in the present salary structure. Based on this evidence, the logical action would then be to lower some salaries and to raise other Federal employees' salaries.

QUIT RATES LOW IN FEDERAL GOVERNMENT

In the course of our hearings the Secretaries of Agriculture and Commerce, the Postmaster General, the Under Secretary of the Treasury, and an Assistant Secretary of Defense, representing collectively 78 percent of all Federal employees, testified that their turnover rates were low.

It was the opinion of these representatives from the executive branch that a valid test of an adequate pay system was the ability to attract and to retain high quality personnel.

We concur with these departmental representatives and with our colleagues that the average Federal employee does represent one of the finest segments of American workers and one of the most highly qualified. Likewise, we firmly believe that the Federal employee should be compensated equitably for the service he renders. This then leads to the question, Are our employees leaving the Federal Government for more lucrative jobs in private industry?

The facts are that during 1959 the average quits per month per 100 employees were as follows:

- 0.57 percent in the U.S. postal service.
- 0.70 percent in the Federal Government as a whole.
- 1.25 percent in private industry.

The representatives of several departments, including the Chairman of the Civil Service Commission, testified that a general pay raise, such as proposed in this bill, cannot be justified on the basis of our inability to recruit workers or upon the current quit rates. This is further evidence that if any adjustment of Federal pay is needed it should be on a very selective basis and not on a uniform across-the-board percentage increase for all employees. We do believe that there are employees in some grades and levels in the various pay systems in the Federal Government that may need some form of temporary stopgap relief.

POSTAL JOBS SOUGHT AFTER

Postal jobs are in wide demand throughout the country and in post offices of all sizes. During the first 3 months of this year alone, 238,000 persons applied for postal positions—enough to fill more than 40 percent of all postal positions. This total includes 37,586 applicants in the New York area, 14,072 in the Chicago area, 12,288 in the Los Angeles area, 11,071 in the San Francisco area, 7,360 in the Philadelphia area, and 4,472 in the St. Louis area, among others.

The number of persons who applied for postal jobs in those six metropolitan areas during the first 3 months of 1960 is well over half of the total postal employment in the six areas. These areas are truly representative, with respect to questions of recruitment, salary levels, living costs, and general employment conditions, of all major centers of postal employment.

The number of applicants for postal jobs, with the very low quit rates of employees already in the postal service, are the real measure of the adequacy of existing salaries. These official records of the great and continuing demand by new applicants for postal jobs, and the extremely low quit rates, demonstrate conclusively that present postal salaries are entirely fair and adequate.

H.R. 9883 CREATES ADDITIONAL INEQUITIES

This bill, as amended, not only fails to correct existing defects and inequities in the Classification Act salary schedule, but creates new distortions and inequities in the salary schedule as well as in the postal field service and rural carrier schedules.

CLASSIFICATION ACT SCHEDULE

H.R. 9883 fails to correct existing defects and inequities in the Classification Act schedule and provides excessive pay increases for some grades, for example:

(1) The Director of the Bureau of the Budget presented statistics from the BLS salary survey (for 31 out of 60 areas) which suggests that current rates for the lower grades are higher than rates paid by private enterprise for similar jobs. Yet the bill would raise the pay for the grade by an arbitrary 9 percent.

(2) The Classification Act salary structure is badly in need of reform, but the bill ignores its defects. For example:

(a) The difference between the pay levels proposed for GS-1 and GS-2 is 8.9 percent. But the difference between GS-2 and GS-3 is only 6.7 percent. Similarly, the difference between GS-11 and GS-12 is 18.5 percent, while between GS-14 and GS-15 it is only 12.4 percent.

(b) Each within-grade step increase in the first four grades is a flat \$95. For GS-1 this amounts to 2.9 percent of the entry rate. Each step increase in grades GS-5 through GS-10 is \$165. For GS-5 this is 3.8 percent of the entry level but for GS-10 it is only 2.3 percent. For grades GS-11 through GS-17 each within-grade increase is \$265.

(c) The percentage difference between the entry and top salaries of the various Classification Act grades differ excessively. For example, the salary range for GS-1 would be \$3,310 to \$3,880, or 17.2 percent. For GS-4 the range would be \$4,105 to \$4,725, or 15.1 percent. After 7 years in the grade, the salary of a GS-15 would be 22.5 percent higher than his starting salary.

The uniform percentage increase in salaries prescribed by H.R. 9883 corrects none of these deficiencies nor does it provide for any administrative flexibilities such as is needed to deal with the situation where a white-collar supervisor is paid less than the blue-collar workers whom he supervises.

POSTAL FIELD SERVICE AND RURAL CARRIER SCHEDULES

1. Although purporting to be a uniform 9-percent pay increase for all employees, the provision for a \$350 minimum increase results in raising the salary of beginning employees (PFS-1, step 1) by more than 11 percent. Preliminary information from the Bureau of Labor Statistics salary survey indicates that the existing rate is currently in excess of private industry rates for comparable jobs. This measure will create needless complications when the availability of BLS data permits the contraction of a salary schedule based on comparability with private industry pay rates.

2. The rural carriers schedule would be similarly affected. The bill would result in pay increases in excess of 11 percent for routes 16 miles in length while employees with longer routes would get a 9-percent increase. This would be a further distortion in the rural carrier schedule already distorted by the addition of flat dollar amounts for all routes under Public Law 85-426 enacted May 27, 1956.

3. The provisions of the bill are such that steps 1 through 5 in level 2 would be \$120 but \$130 for steps 6 and 7. Similarly for level 3, step 1, would be \$130, while steps 2 through 7 would be \$140.

4. The imposition of the \$350 minimum would reduce the percentage difference in salary between levels 1 and 2 from 7.4 percent to 6.7 percent. It is important that the pay difference between grades be significant or the entire pay structure becomes meaningless.

VETERANS' ADMINISTRATION, DEPARTMENT OF MEDICINE AND SURGERY

Under the provision of H.R. 9883, the salary of the Chief Medical Director would be raised from \$19,580 to \$21,345, well above the rate for the Deputy Administrator of Veteran Affairs who receives \$20,500; and that of the Deputy Director from \$18,480 to \$20,145. The proposed rates would exceed the statutory salary for Assistant Secretaries of HEW as well as a number of other top salaries set by the Executive Pay Act 1956.

DEVELOP NEW CONCEPT FOR FEDERAL SALARIES

The Congress last year provided \$500,000 for the executive branch to institute a survey of the salary rates being paid by private enterprise for work similar to that performed by Federal employees. We have been advised by the White House that this information will be ready for use by the end of September of this year. This means that the Congress can adopt a principle for compensating Federal employees that can be reasonably compared with those paid by private industry for work of similar skill and responsibility. Never before has the Federal Government had the data upon which to set such pay. It would appear to us that the fairness and objectivity of this principle should appeal to both the Federal employees and the taxpaying public.

We deny that this is a delaying tactic. We maintain that this is the accomplishment of a new and improved principle in personnel administration which in the long run will be more advantageous to the Government and to the public as well. The executive branch representatives have indicated to our committee that they will be able to

present to the Congress early in January 1961 pay scales based on these Bureau of Labor Statistics survey findings.

H.R. 9883 REPRESENTS FISCAL IRRESPONSIBILITY

The Federal debt is today at \$285 billion. This represents an interest payment by our Government of \$9.5 billion a year. In other words, 11 cents out of every tax dollar today goes for interest on our Federal debt. It appears to us that in the face of the financial condition of this country, such as indicated above, that a 9-percent pay increase across-the-board for 1.7 million Federal employees irrespective of inadequate justification, would simply be fiscal irresponsibility.

SUMMARY

In summary, we the undersigned strongly oppose H.R. 9883 as amended. We oppose it because we believe that the 9-percent across-the-board is unjustified and unfair. We do not concur in adopting a system of pay based on personal need but we do believe that the American worker, certainly in the Federal Government, should be paid for services rendered. The factual data presented during our hearings indicated that with few exceptions the Federal employees are being paid in accord with the pay in private industry of this Nation. We do not believe that our 2 million Federal employees should be penalized because of the financial condition of our country. Likewise, we do not believe it fiscally prudent to begin a new series of pay adjustments across our Nation when the great majority of the Federal employees currently are being paid a reasonable salary, as judged by living costs, and by the salaries throughout our total economy. We have provided the executive branch with the means to develop the necessary data to advise the Congress within a few months of salaries paid jobs in our economy comparable to Federal jobs. This information will be ready for individual study in September 1960 and for action by the Congress in January 1961.

We believe in the industry and ability as well as loyalty of our Federal employees. We believe that they expect to be compensated for services rendered and not on the basis of personal needs. We also believe that the Federal workers do not want vague, unrealistic promises of salaries that are beyond the going rate of pay for jobs in similar skills and responsibilities in our Nation.

TOM MURRAY.
AUGUST E. JOHANSEN.

ADMINISTRATIVE REPORTS

The adverse reports of the Bureau of the Budget, the Post Office Department, and the U.S. Civil Service Commission with respect to H.R. 9883 and other salary increase bills follow.

EXECUTIVE OFFICE OF THE PRESIDENT,
BUREAU OF THE BUDGET,
Washington, D.C., March 14, 1960.

HON. TOM MURRAY,
Chairman, Committee on Post Office and Civil Service, House of Representatives, Old House Office Building, Washington, D.C.

MY DEAR MR. CHAIRMAN: Reference is made to your requests for the views of the Bureau of the Budget on H.R.'s 9883, 9953, 9954, 9974, 9980, 10132, 10206, and 10865, similar bills to adjust the rates of basic compensation of certain officers and employees of the Federal Government, and for other purposes, as well as the similar bills listed on the attachment to your letter of March 10, 1960.

These bills would increase the salary rates under the following Federal statutory pay systems, with the annual cost indicated, as estimated by the Civil Service Commission, the Post Office Department, and the Veterans' Administration.

	<i>Estimated annual cost</i>	<i>Million</i>
Pay system:		
Classification Act.....		\$936.2
Postal Field Service.....		665.0
Veterans' Administration, medicine and surgery.....		20.1
Total.....		1,621.3

The President outlined his views with respect to a change in pay structure and pay levels for Federal civilian employees in his budget message in January. Circumstances since that time have not changed to alter his position.

In addition, this administration has consistently supported the principle that Federal salary rates should, in general, be reasonably comparable with rates for similar work in private enterprise. The Bureau of Labor Statistics is now collecting private enterprise pay data on a national scale which will be reported in September of this year and which will then permit for the first time valid comparison of Government and private pay levels. On the basis of available data, we find no justification for a general increase in Federal statutory salary rates.

Accordingly, the Bureau of the Budget recommends against favorable consideration of these bills, and enactment of this legislation would not be in accord with the program of the President.

Sincerely yours,

MAURICE H. STANS, *Director.*

88 SALARY INCREASES FOR POSTAL AND OTHER EMPLOYEES

EXECUTIVE OFFICE OF THE PRESIDENT,
BUREAU OF THE BUDGET,
Washington, D.C., February 10, 1960.

Hon. TOM MURRAY,
Chairman, Committee on Post Office and Civil Service,
House of Representatives, Old House Office Building,
Washington, D.C.

MY DEAR MR. CHAIRMAN: Enclosed is a copy of a cost estimate of the pay increase bill recently introduced as H.R. 9883 and various identical companion bills, each of which would increase the compensation of postal employees, Classification Act employees and employees of the Veterans' Administration, Department of Medicine and Surgery. This letter will reply to your request made to the Chairman of the Civil Service Commission for an estimate of the cost of the proposed legislation. The Bureau of the Budget is forwarding this information to the committee in behalf of the executive branch in view of its responsibility for budget estimates and in view of the fact that the estimates were developed by the Post Office Department, the Veterans' Administration and the Civil Service Commission.

The Bureau wishes to emphasize that within the time available, it has been possible to make only a rough estimate of the increased cost which would result from the proposed legislation and would, of course, wish to refine its estimate in the event that the bill receives serious consideration.

You will note that the total annual cost of the bill is estimated to exceed \$1.6 billion.

Sincerely yours,

ELMER B. STAATS, *Deputy Director.*

COSTS OF H.R. 9383 (MORRISON)

The following estimates are not exact, because they involve interpretations of some provisions of H.R. 9883 which might be construed in more than one way, and because current statistics do not give precise data on the numbers eligible for certain of the new benefits.

The cost of Classification Act changes was estimated by the Civil Service Commission, and is based upon employment as of June 30, 1959. The Post Office Department estimated the cost to the postal field service, and based its computations upon planned strength in fiscal year 1961. The cost in Veterans' Administration's Department of Medicine and Surgery is a rough estimate by the Veterans' Administration, based upon current employment.

<i>Costs</i>	<i>Millions</i>
Classification Act.....	\$936. 2
Conversion to new schedule.....	736. 0
10 years' step increase.....	100. 0
52 weeks' step increase.....	40. 0
Additional longevity.....	. 4
Retirement.....	57. 0
Insurance.....	2. 8
Postal field service.....	665. 0
VA Department of Medicine and Surgery.....	20. 1
Total.....	1, 621. 3

OFFICE OF THE POSTMASTER GENERAL,
Washington, D.C., March 16, 1960.

Hon. TOM MURRAY,
Chairman, Committee on Post Office and Civil Service,
House of Representatives, Washington, D.C.

DEAR MR. CHAIRMAN: Reference is made to your request for reports by the Department on 64 bills to adjust the rates of basic compensation of certain officers and employees of the Federal Government. The bills are listed in appendix A attached hereto and made a part of this report.

Under date of January 13, 1960, this Department submitted a legislative proposal to make permanent the temporary increases in rates of basic salary provided for employees in the postal field service by Public Law 85-426, approved May 27, 1958, and Public Law 85-462, approved June 20, 1958. Legislation to accomplish the purposes of this proposal has been introduced.

As stated in the Postmaster General's letter of January 13, 1960, to the Speaker of the House of Representatives, the enactment of this legislation (H.R. 10768 or H.R. 9890) would be in accord with the program of the President.

The enactment of any one of the pay increase bills now under consideration by your committee would cost this Department an estimated \$671,400,000 per annum, summarized as follows:

Cost summary
[Dollars in millions]

Schedules	Level and step cost	Longevity cost	Total cost	Percent increase
PFS employees.....	\$562.0	\$60.4	\$622.4	23.7
RCS employees.....	35.5	7.6	43.1	23.3
FOS employees.....	2.0	2.3	4.3	15.6
Total.....	599.5	70.3	669.8	23.6
GS employees.....	1.6	-----	1.6	14.8
Total cost.....	601.1	70.3	671.4	23.6

This Department is strongly opposed to the enactment of any pay increase legislation except H.R. 10768 or H.R. 9890, and the Bureau of the Budget has advised that the enactment of any other such pay increase legislation would not be in accord with the program of the President.

Sincerely yours,

J. McKIBBIN, Jr.,
Acting Postmaster General.

APPENDIX A

BILLS TO ADJUST THE COMPENSATION OF FEDERAL GOVERNMENT EMPLOYEES

H.R. 9883	H.R. 10112	H.R. 10406
H.R. 9886	H.R. 10120	H.R. 10411
H.R. 9950	H.R. 10125	H.R. 10413
H.R. 9951	H.R. 10132	H.R. 10435
H.R. 9952	H.R. 10139	H.R. 10454
H.R. 9953	H.R. 10169	H.R. 10462
H.R. 9954	H.R. 10173	H.R. 10468
H.R. 9955	H.R. 10174	H.R. 10504
H.R. 9974	H.R. 10186	H.R. 10538
H.R. 9977	H.R. 10204	H.R. 10599
H.R. 9980	H.R. 10206	H.R. 10636
H.R. 9981	H.R. 10212	H.R. 10688
H.R. 9984	H.R. 10216	H.R. 10692
H.R. 9994	H.R. 10219	H.R. 10752
H.R. 9997	H.R. 10248	H.R. 10827
H.R. 10032	H.R. 10298	H.R. 10853
H.R. 10046	H.R. 10318	H.R. 10865
H.R. 10055	H.R. 10337	H.R. 10890
H.R. 10071	H.R. 10353	H.R. 10917
H.R. 10083	H.R. 10382	H.R. 10993
H.R. 10091	H.R. 10385	
H.R. 10100	H.R. 10389	

U.S. CIVIL SERVICE COMMISSION,
Washington, D.C., March 14, 1960.

Hon. TOM MURRAY,
Chairman, Committee on Post Office and Civil Service,
House of Representatives, Washington, D.C.

DEAR MR. MURRAY: This is in further reply to your requests of March 4 and 5, 1960, for the views of the Civil Service Commission on the following bills:

H.R. 9883	H.R. 9974	H.R. 10206
H.R. 9953	H.R. 9980	H.R. 10865
H.R. 9954	H.R. 10132	

With the exception of H.R. 10206, which has different provisions relating to the postal field service, these bills are identical.

The purpose of these bills is to provide a general pay raise for a majority of white-collar employees in the Federal service by revising the salary schedules and the pay plans of the Postal Field Service Compensation Act of 1955, as amended, the Classification Act of 1949, as amended, and those sections of the Veterans' Benefit Act of 1958 which relate to the compensation of certain personnel in the Department of Medicine and Surgery of the Veterans' Administration.

These bills are retroactive to the first day of the first pay period which began on or after January 1, 1960.

The initial cost of the identical bills on a per annum basis is estimated to be in excess of \$1,621 million, broken down as follows:

Classification Act, \$936,200,000; Postal Field Service Compensation Act, \$665 million; and the Veterans Benefit Act, \$20,100,000.

The Civil Service Commission cannot support any of the bills. As the Civil Service Commission interprets these bills they would only increase existing inequities within and among the various pay plans of the Federal Government. None of the bills would resolve any of the more serious pay problems referred to by the President in his budget message to the Congress on January 18, 1960, in which he said:

"Continued patching of individual Federal salary systems is not satisfactory as a substitute for a comprehensive Federal pay policy, which should be developed either by authorizing a Joint Commission such as I proposed or by some other equally effective means. Pending development and adoption of such a comprehensive policy, a general pay raise would be unwarranted, unfair to the taxpayers of the United States, and inequitable as among employees compensated under different and unrelated pay systems."

We have been advised by the Bureau of the Budget that enactment of this legislation would not be in accord with the program of the President.

By direction of the Commission:

Sincerely yours,

ROGER W. JONES, *Chairman.*

CHANGES IN EXISTING LAW

In compliance with clause 3 of rule XIII of the Rules of the House of Representatives, changes in existing law made by the bill, as introduced, are shown as follows (existing law proposed to be omitted is enclosed in black brackets, new matter is printed in italic, existing law in which no change is proposed is shown in roman):

POSTAL FIELD SERVICE COMPENSATION ACT OF 1955

(Public Law 68, Eighty-fourth Congress)

* * * * *

TITLE II—RANKING OF POSITIONS

* * * * *

KEY POSITIONS

SEC. 203. Key positions in the postal field service consisting of standard, related tasks commonly performed in that service are described and assigned to salary levels in the Postal Field Service Schedule, as follows:

(1) POSITION.—JANITOR—LEVEL 1.

BASIC FUNCTION.—Cleans, sweeps, and removes trash from work areas, lobbies, and washrooms.

DUTIES AND RESPONSIBILITIES.—

(A) Sweeps and scrubs floors and stairs, dusts furniture and fixtures, cleans washrooms and washes windows (except exterior glass in high buildings).

(B) Moves furniture and helps erect equipment and fixtures within offices of the building.

(C) In addition, may perform any of the following duties:

(i) Cleans ice and snow from the sidewalks and driveways, and tends the lawn, shrubbery, and premises of the post office.

(ii) Washes walls and ceilings.

ORGANIZATIONAL RELATIONSHIPS.—Reports to a foreman or other designated supervisor.

(2) POSITION.—ELEVATOR OPERATOR—LEVEL 2.

BASIC FUNCTION.—Operates a freight or passenger elevator.

DUTIES AND RESPONSIBILITIES.—

(A) Operates elevator.

(B) Cleans cab of elevator and polishes metal fittings.

(C) In addition, may perform any of the following duties:

(i) Pushes handcarts of mail on and off elevator or assists in loading or unloading material carried on elevator.

(ii) Tends the heating plant or performs cleaning duties in the vicinity of the elevator.

ORGANIZATIONAL RELATIONSHIPS.—Reports to an elevator starter or other designated supervisor.

(3) POSITION.—ORDER FILLER—LEVEL 2.

BASIC FUNCTION.—Selects, assembles, and makes ready for shipment items requisitioned by postal field establishments.

DUTIES AND RESPONSIBILITIES.—

Is assigned any of the following duties:

(A) Separates sheets of the requisition form, fastens copies to clipboards and places on appropriate conveyor line.

(B) Clarifies writing on carbon copies of requisitions in order to minimize errors in filling requisitions.

(C) Sets up and prepares shipping containers.

(D) Places in cartons on conveyor lines the quantities of items requisitioned from an assigned station, indicating action taken opposite each item.

(E) Fills and labels bulk shipping orders and moves bulk material to dispatch area.

(F) Replenishes from stock items stored in individual stations and keeps stations neat and orderly to facilitate filling of requisitions.

(G) Transports bulk and individual shipments on hand trucks.

(H) Assembles materials for each requisition where conveyor lines converge.

(I) Places cartons on assembly table for coordination and packing.

(J) Checks requisition copies and items to assure that proper action has been taken.

(K) Directs items not requiring packing to dispatch area.

(L) Combines shipments to reduce packing.

(M) Transmits bulk slips and shipping labels to the appropriate person.

(N) Labels bulk and individual packages with printed labels to avoid hand labeling.

(O) Prepares labels by use of appropriate rubber stamps.

(P) Seals cartons with stapling machine or tape.

(Q) Packs supplies for shipment.

(R) Stacks and trucks completed orders.

ORGANIZATIONAL RELATIONSHIPS.—Reports to a foreman or other designated supervisor.

(4) POSITION.—CLERK. THIRD-CLASS POST OFFICE—LEVEL 2.

BASIC FUNCTION.—Sorts incoming and dispatches outgoing mail for a small number of points of separation and destination; provides a limited number of services at public windows.

DUTIES AND RESPONSIBILITIES.—

(A) Sorts incoming mail for general delivery, lock boxes, and one or more delivery routes.

(B) Postmarks and prepares mail for dispatch by train or other mail route; closes, locks, and affixes labels to pouches and mail sacks.

(C) Performs services at a public window, such as selling stamps, stamped envelopes, or other routine functions.

(D) As the needs of the service require, may perform other related duties incidental to the operation of the post office.

ORGANIZATIONAL RELATIONSHIPS.—Reports to a postmaster.

(5) POSITION.—GUARD—LEVEL 3.

BASIC FUNCTION.—Makes rounds of the post office building, and punches clocks at designated stations.

DUTIES AND RESPONSIBILITIES.—

(A) Patrols buildings, punching watchman's clock where furnished, checking door and window locks, noting and reporting fire hazards and other irregularities, such as running water and unclosed doors and windows.

(B) Sounds fire alarm.

(C) Preserves order in corridors and, when necessary, detains persons for interrogation by post-office inspectors or local police.

(D) In addition may perform any of the following duties:

(i) Gives directions to the public in building lobby.

(ii) Raises and lowers the flag.

(iii) Retrieves lost and found articles and delivers them to the appropriate place.

(iv) Obtains names of victims, doctors, police, and witnesses in the event of accident.

(v) Guards property entrances and prevents damage to property by the public.

(vi) Tends the heating plant of the building.

(vii) Operates elevators on a relief basis.

(viii) Does incidental cleaning and laboring work.

ORGANIZATIONAL RELATIONSHIPS.—Reports to a lieutenant of the guard, a building superintendent, or other designated supervisor.

(6) POSITION.—FILE CLERK—LEVEL 3.

BASIC FUNCTION.—Sets up and maintains files on one or more subject matters.

DUTIES AND RESPONSIBILITIES.—

(A) Prepares new file folders and maintains existing folders in correct order as prescribed in the established filing system.

(B) Transmits folders or information contained therein to authorized personnel (for example, forwards personnel folders to requesting supervisors, or copies data from folders to satisfy requests).

(C) Opens, sorts, and searches file material, and maintains files in up-to-date condition.

(D) In addition, may perform any of the following duties:

(i) Types from rough draft or plain copy.

(ii) Answers telephones.

(iii) Prepares requisitions for supplies.

(iv) Operates a mimeograph machine.

ORGANIZATIONAL RELATIONSHIPS.—Reports to a designated supervisor.

(7) POSITION.—TYPIST—LEVEL 3.

BASIC FUNCTION.—Types material such as forms, correspondence, and stencils from rough draft or plain copy.

DUTIES AND RESPONSIBILITIES.—

(A) In accordance with instructions and information furnished by supervisor, types forms, standard reports, and documents such as invitations to bid, orders, contracts, invoices, personnel actions, and related materials.

(B) Types correspondence and memoranda from rough drafts or general information.

(C) Cuts stencils for instructions, circulars, and other general uses.

- (D) In addition, may perform any of the following duties:
- (i) Transcribes from a dictating machine.
 - (ii) Operates a mimeograph machine.
 - (iii) Files, checks requisitions, prepares vouchers, and answers the telephone.

ORGANIZATIONAL RELATIONSHIPS.—Reports to a designated supervisor.

(8) POSITION.—MAIL HANDLER—LEVEL 3.

BASIC FUNCTION.—Loads, unloads, and moves bulk mail, and performs other duties incidental to the movement and processing of mail.

DUTIES AND RESPONSIBILITIES.—

(A) Unloads mail received by trucks. Separates all mail received by trucks and conveyors for subsequent dispatch to other conveying units, and separates and delivers working mails for delivery to distribution areas.

(B) Places empty sacks or pouches on racks, labels them where labels are prearranged or racks are plainly marked, dumps mail from sacks, cuts ties, faces letter mail, carries mail to distributors for processing, places processed mail into sacks, removes filled sacks and pouches from racks, closes and locks same. Picks up sacks, pouches, and outside pieces, separates outgoing bulk mails for dispatch and loads mail onto trucks.

(C) Handles and sacks empty equipment, inspects empty equipment for mail content, restrings sacks.

(D) Cancels stamps on parcel post, operates canceling machines, carries mail from canceling machine to distribution cases.

(E) Assists in supply and slip rooms and operates addressograph, mimeograph, and similar machines.

(F) In addition, may perform any of the following duties:

(i) Acts as armed guard for valuable registry shipments and as watchman and guard around post office building.

(ii) Makes occasional simple distribution of parcel post mail requiring no scheme knowledge.

(iii) Operates electric fork-lift trucks.

(iv) Rewraps soiled or broken parcels.

(v) Performs other miscellaneous duties, such as stamping tickets, weighing incoming sacks, cleaning and sweeping in work-rooms, offices, and trucks where such work is not performed by regular cleaners.

ORGANIZATIONAL RELATIONSHIPS.—Reports to a foreman or other designated supervisor.

(9) POSITION.—GARAGEMAN—LEVEL 3.

BASIC FUNCTION.—Performs a variety of routine services incidental to the proper maintenance of motor vehicles.

DUTIES AND RESPONSIBILITIES.—

(A) Lubricates trucks in accordance with lubrication charts and type of truck.

(B) Changes crankcase oil and filter cleaners and cleans case in conformance with instructions and vehicle mileage.

(C) Changes tires and makes necessary repairs.

(D) Washes and steam-cleans trucks.

(E) Assists automotive mechanics.

(F) Fuels and oils trucks.

(G) Cleans garage, garage office, swing room, and washroom, as assigned.

ORGANIZATIONAL RELATIONSHIPS.—Reports to a foreman of mechanics or other designated supervisor.

(10) POSITION.—MOTOR VEHICLE OPERATOR—LEVEL 4.

BASIC FUNCTION.—Operates a mail truck on a regularly scheduled route to pick up and transport mail in bulk.

DUTIES AND RESPONSIBILITIES.—

(A) Picks up and delivers bulk quantities of mail at stations, branch offices, and terminal points; as required, picks up mail from collection boxes and deposits mail in relay boxes.

(B) Operates truck in conformity with time schedules and rules of safety, and in accordance with instructions regarding the route for which responsible.

(C) Ascertains the condition of the truck prior to leaving and upon returning to the garage; reports all accidents, mechanical defects noted, and mechanical failures while on route.

(D) In addition, may perform any of the following duties:

(i) Drives a tractor and semitrailer on occasion, unloading bagged mail and packages at post offices and picking up mail for delivery to a central point.

(ii) Prepares daily trip reports showing work performed.

(iii) Makes minor mechanical repairs to truck in emergencies while on route.

ORGANIZATIONAL RELATIONSHIPS.—Reports to a superintendent of motor vehicles or other designated supervisor.

(11) POSITION.—CITY OR SPECIAL CARRIER OR SPECIAL DELIVERY MESSENGER—LEVEL 4.

BASIC FUNCTION.—Is responsible for the prompt and efficient delivery and collection of mail on foot or by vehicle under varying conditions in a prescribed area within a city. As a representative of the postal service, maintains pleasant and effective public relations with route patrons and others, requiring a general familiarity with postal laws, regulations, and procedures commonly used, and with the geography of the city.

DUTIES AND RESPONSIBILITIES.—

(A) Routes or cases all classes of mail in sequence of delivery along an established route. Rearranges and relabels cases as required by route adjustments and changes in deliveries.

(B) Withdraws mail from the distribution case and prepares it in sequence for efficient delivery by himself or a substitute along an established route. Prepares and separates all classes of mail to be carried by truck to relay boxes along route for subsequent delivery.

(C) Enters change of address orders in change of address book and on appropriate form. Readdresses mail to be forwarded and marks for appropriate handling other mail addressed to route patrons who have moved. Sorts such mail into throw-back case for convenient handling by clerks.

(D) Delivers mail along a prescribed route, on a regular schedule, picking up additional mail from relay boxes. Collects mail from street letter boxes and accepts letters for mailing from patrons. Such service may be rendered on foot or by vehicle and in some instances may consist exclusively of parcel post delivery or collection of mail.

(E) Delivers and collects charges on customs, postage-due, and c.o.d. mail matter. Delivers and obtains receipts for registered and certain insured mail. Receipts for such matter, except insured mail, at the post office before beginning route and accounts for it upon return by payments of the amounts collected and delivery of receipts taken.

(F) Deposits mail collected in the post office upon return from route; faces such mail for stamp cancellation.

(G) Checks, and corrects if necessary, mailing cards presented by advertisers bearing names and addresses of patrons or former patrons of the route.

(H) Furnishes patrons with postal information when requested, and provides change of address cards and other postal forms as requested.

(I) Reports to supervisor all unusual incidents or conditions relating to mail delivery, including condition of street letter boxes and timecards.

(J) Regular city carriers assigned to foot delivery routes are required to become proficient in the casing of mail on at least one other foot delivery route.

(K) Substitute city carriers may be assigned to perform clerical duties and may be required to pass examinations on schemes of city primary distribution.

(L) Special-delivery carriers and special-delivery messengers receive special-delivery mail for delivery and sign c.o.d. and registered items at post office before beginning route; deliver on foot and by vehicle special-delivery mail to patrons; obtain signatures when required; collect amounts and fees on c.o.d.'s; in case of absent patrons, exercise judgment in determining whether to leave mail or leave notice and return mail to post office; return receipts and moneys collected to authorized personnel at post office.

(M) In addition, may perform any of the following duties:

(i) Checks hotels and other such establishments to insure that mail for residents undeliverable as addressed is not improperly held.

(ii) Delivers stamps or other paper supplies to contract or classified stations.

(iii) Serves at carriers' delivery window.

(iv) Receives and registers, where practical, all letters and packages of first-class matter properly offered for registration and gives receipt therefor.

(v) Makes delivery on other routes as assigned.

ORGANIZATIONAL RELATIONSHIPS.—Reports to a postmaster or assistant postmaster, or other designated supervisor.

(12) POSITION.—DISTRIBUTION CLERK—LEVEL 4.

BASIC FUNCTION.—Separates mail in a post office, terminal, airmail field, or other postal facility in accordance with established schemes, including incoming or outgoing mail or both.

DUTIES AND RESPONSIBILITIES.—

(A) Makes primary and one or more secondary distributions of incoming mail by delivery point (for example, classified or contract station or branch or other delivery unit, general delivery, lockboxes, rural or star route, or city carrier route) based on a knowledge of the distribution scheme established for that office.

(B) Makes primary and one or more secondary distributions of outgoing mail for dispatch (for example, by city, State, region, train, highway or railway post office, or airmail flight) based on a knowledge of the distribution scheme prescribed by the Postal Transportation Service.

(C) In addition, may perform any of the following duties:

- (i) Maintains records of mails.
- (ii) Examines balances in advance deposit accounts.
- (iii) Faces and cancels mail.
- (iv) Ties mail and inserts facing slips.
- (v) Opens and dumps pouches and sacks.
- (vi) Operates cancelling machines.
- (vii) Records and bills mail (for example, c.o.d., registered, and so forth) requiring special service.
- (viii) Renders service at public windows.

ORGANIZATIONAL RELATIONSHIPS.—Reports to a foreman or other designated supervisor.

(13) POSITION.—WINDOW CLERK—LEVEL 4.

BASIC FUNCTION.—Performs a variety of services at a public window of a post office or post office branch or station. As a representative of the postal service, maintains pleasant and effective public relations with patrons and others requiring a general familiarity with postal laws, regulations, and procedures commonly used.

DUTIES AND RESPONSIBILITIES.—

(A) Sells postage stamps, stamped paper, cards, internal revenue stamps, migratory bird stamps, and postal savings stamps and certificates.

(B) Accepts from and, after proper identification, delivers to patrons parcel post, insured, c.o.d., and registered mail; makes collection of required postage, issues necessary receipts, and issues general delivery mail to patrons.

(C) Verifies second-, third-, and fourth-class mailings, computing and maintaining on a current basis mailers' credit balances.

(D) Assigns special delivery and registered mail for delivery.

(E) Checks and sets post office stamp-vending machines, postage meters, and large mailers' stamp permit meters.

(F) Receives, follows up, and recommends action on patrons' claims and complaints.

(G) Issues and cashes foreign and domestic money orders and postal savings certificates.

(H) Rents post office boxes, receives rental payments, conducts reference checks, and completes related forms.

(I) Provides information to the public concerning postal regulations, mailing restrictions, rates, and other matters involving postal transactions.

(J) In addition, may perform any of the following duties:

- (i) Makes emergency carrier relays.
- (ii) Assists in alien registration and census matters.
- (iii) Separates and distributes mail.

ORGANIZATIONAL RELATIONSHIPS.—Reports to a postmaster, assistant postmaster, or other designated supervisor.

(14) POSITION.—AUTOMOTIVE MECHANIC—LEVEL 5.

BASIC FUNCTION.—Repairs mail trucks, including the removal and installation of complete motors, clutches, transmissions, and other major component parts.

DUTIES AND RESPONSIBILITIES.—

(A) Diagnoses mechanical and operating difficulties of vehicles, repairing defects, replacing worn or broken parts.

(B) Adjusts and tunes up engines, cleaning fuel pumps, carburetors, and radiators; regulates timing, and makes other necessary adjustments to maintain in proper operating condition trucks that are in service.

(C) Repairs or replaces automotive electrical equipment such as generators, starters, ignition systems, distributors, and wiring; installs and sets new spark plugs.

(D) Conducts road tests of vehicles after repairs, noting performance of engine, clutch, transmission, brakes, and other parts.

(E) Operates standard types of modern garage testing equipment.

(F) In addition, may perform any of the following duties:

(i) Removes, disassembles, reassembles, and installs entire engines.

(ii) Overhauls transmission, rear end assemblies, and braking systems.

(iii) Straightens frames and axles, welding broken parts where required.

(iv) Makes road calls to make emergency repairs.

(v) Makes required truck inspections.

ORGANIZATIONAL RELATIONSHIPS.—Reports to a foreman of mechanics or other designated supervisor.

(15) POSITION.—TRANSFER CLERK—LEVEL 5.

BASIC FUNCTION.—Arranges for transfer of mail at junction points between trains and other mail units and observes the separation, loading and unloading of mail by railroad employees to make certain that this is done properly.

DUTIES AND RESPONSIBILITIES.—

(A) Provides for the most expeditious transfer of mail from observations of the operation of trains, star route, or mail messenger vehicles, Government-owned vehicles and platform vehicles.

(B) Examines outgoing and incoming cars to determine maximum utilization of space and proper adherence to railroad safety requirements; reports findings, when necessary, to the district superintendent.

(C) Decides whether outbound cars in full authorizations should be held beyond the first available dispatches in order to obtain fuller loading and maximum utilization of the space paid for, making certain that this will not unduly delay the arrival of the mail at destination.

(D) Studies the routing and loading of mail dispatched from his station in storage cars in order to recommend changes which would bring about economies in line haul and terminal charges and effect earlier arrival. Gives similar attention to incoming mail to assure that dispatching divisions are using best routing and loading methods; reports facts to the district superintendent.

(E) Maintains close liaison with foremen of appropriate incoming and outgoing trains and vehicles to assure prompt receipt and expeditious dispatch of mail.

(F) Keeps informed on local holding orders for each outgoing dispatch and requests that departure of unit within these limitations be withheld when scheduled connections are delayed.

(G) Prepares list of railroad cars (except railway post office cars) in which mail is loaded, and maintains record of mail loaded and unloaded in outgoing and incoming trains. Serves notice on railroad company to cancel operation and purchases lesser storage unit in its place when necessary. Prepares official diagram and appropriately labels outgoing cars to indicate destination or next relay point.

(H) Inspects the loading and unloading of storage mail to secure individual piece count of lesser storage units (thirty feet and less); estimates volume when more than thirty feet.

(I) Observes and reports to designated supervisor any failure of the railroad company to afford protection for the mail.

(J) Qualifies periodically through examination on knowledge of distributing schemes, postal regulations, space rules, and train connections.

(K) In addition, may perform any of the following duties:

(i) Receipts for, transfers, and delivers registered mail between trains or between train and post office.

(ii) Distributes mail prescribed for distribution in transfer office.

ORGANIZATIONAL RELATIONSHIPS.—Reports to a foreman or other designated supervisor.

(16) POSITION.—DISTRIBUTION CLERK, R.P.O. OR H.P.O.—LEVEL 5.

BASIC FUNCTION.—Distributes mail in railway or highway post office prior to departure and while en route.

DUTIES AND RESPONSIBILITIES.—

(A) Determines the fastest or most expeditious dispatch of mail from the standpoint of assignment. In emergencies, such as floods, storms, wrecks, strikes, and missed connections, redistributes the mail so as to reach destination by the most expeditious alternative means, for example, by other railway post office or highway post office, airmail route, or star route.

(B) Distributes mail rapidly into letter case or pouches and sacks.

(C) Hangs pouches and sacks in racks and places labels in holders provided; labels letter cases in accordance with official diagram.

(D) Prepares mail for dispatch, involving labeling and tying of letter mail in packages for distribution in pouches, closing and locking sacks and pouches, and maintenance of proper separations for connections en route.

(E) In addition, may perform any of the following duties:

(i) Receives and dispatches mail en route.

(ii) Unloads mail and equipment at terminal of run.

(iii) Examines car to ascertain that no mail is left.

(iv) Convoys registered mail to post office and connecting lines.

(F) Qualifies through examination periodically on knowledge of distributing schemes, postal regulations, space rules, and train schedules.

ORGANIZATIONAL RELATIONSHIPS.—Reports to a foreman in charge of the railway post office car or highway post office.

(17) POSITION.—CLAIMS CLERK, PAYING OFFICE—LEVEL 5.

BASIC FUNCTION.—Examines claims for loss or damage of insured or c.o.d. mail matter and determines and approves for payment the amount found to be due under postal regulations.

DUTIES AND RESPONSIBILITIES.—

(A) Receives and reviews prescribed claim papers to ascertain whether:

(i) All necessary items of the appropriate claim form have been properly completed.

(ii) Proof of value has been properly determined.

(iii) Appropriate check has been made of applicable records.

(iv) Other necessary information has been supplied.

(B) Determines whether amount of claim exceeds amount of loss and the proper amount payable is within the limits of the indemnity.

(C) Conducts necessary correspondence in connection with the claim.

(D) Approves amount to be paid, and directs disposition of damaged articles.

(E) Maintains prescribed record of claims.

ORGANIZATIONAL RELATIONSHIPS.—Reports to an assistant postmaster or other designated supervisor.

(18) POSITION.—POSTMASTER, SMALL THIRD-CLASS OFFICE—LEVEL 5.

BASIC FUNCTION.—Is responsible for all operations of a small third-class post office, including actual performance of mail processing and window service, disbursement of funds and preparation of required reports. This office has no employees other than the postmaster and a replacement to serve during his leave; has annual receipts of approximately \$1,700; has no rural delivery service within its jurisdiction.

DUTIES AND RESPONSIBILITIES.—

(A) Conducts the activities of the office in such manner as to provide prompt and efficient postal service to the patrons of the office.

(B) Maintains direct contact with the public and gives personal attention to complaints.

(C) Sorts incoming mail for boxholders and general delivery; faces, cancels, sorts by destination, ties and sacks outgoing mail.

(D) At a window delivers general delivery mail, issues and cashes money orders, delivers c.o.d. and customs mail, accepts and delivers parcel post, registered and insured mail, sells stamps and stamped paper, and collects box rents.

(E) Prepares and submits estimates of operating allowances as required.

(F) Makes deposits of accountable funds; requisitions stamps and stamped paper; requisitions supplies; pays authorized bills.

(G) Maintains required office records; prepares and submits necessary reports in accordance with instructions.

(H) Maintains files for the office.

ORGANIZATIONAL RELATIONSHIPS.—Administratively responsible to a district manager.

(19) POSITION.—CLAIMS CLERK, COMMON AND CONTRACT CARRIERS—LEVEL 6.

BASIC FUNCTION.—Audits carriers' claims for the transportation of mail to insure their accuracy and correctness of form prior to certifying them for payment.

DUTIES AND RESPONSIBILITIES.--

(A) Checks original or draft of claims submitted by carriers using space procurement data, records of air carrier flights and weight allocations, reports of railroad space utilization, emergency space procured, and other pertinent reports and data submitted by the districts.

(B) Corrects errors in drafts of claims and returns them to the carrier for resubmission in final corrected form.

(C) Expedites the processing of claims by continuous coordination with the carriers to minimize the incidence of error on claims submitted.

(D) Rechecks resubmitted claims prior to certifying them for payment.

(E) Maintains records pertinent to carrier claims such as unscheduled air carrier flights, weight allocations for mail on flights of air carriers, and air line flight schedules.

(F) Accumulates data and prepares periodic and special reports on subjects related to the purchase and use of railroad space, and air carrier weight allocation.

ORGANIZATIONAL RELATIONSHIPS.—Reports to the supervisor in charge of the fiscal section in a Postal Transportation Service division office or other designated supervisor.

(20) POSITION.—POSTMASTER, THIRD-CLASS OFFICE—LEVEL 6.

BASIC FUNCTION.—Is responsible for all operations of a third-class post office, including actual performance of mail processing and window services, disbursement of funds and preparation of required reports. This office has one part time clerical employee; has annual receipts of approximately \$4,700; has no rural delivery service within its jurisdiction.

DUTIES AND RESPONSIBILITIES.--

(A) Supervises and conducts the activities of the office in order to provide prompt and efficient postal service to patrons.

(B) Maintains direct contact with the public and gives personal attention to complaints.

(C) Appoints personnel to serve in the post office within the limits prescribed by Departmental and Civil Service Regulations.

(D) Sorts incoming mail for boxholders and general delivery; faces, cancels, sorts by destination, ties and sacks outgoing mail.

(E) At a window delivers general delivery mail, issues and cashes money orders, delivers c. o. d. and customs mail, accepts and delivers parcel post, registered and insured mail, sells stamps and stamped paper, and collects box rents.

(F) Makes required deposits of accountable funds; requisitions stamps and stamped paper; requisitions supplies; pays authorized bills and makes salary disbursements.

(G) Prepares and submits annual estimates of manpower needs and operating allowances as required.

(H) Maintains required office records; prepares and submits necessary reports in accordance with instructions.

(I) Maintains files for the office.

ORGANIZATIONAL RELATIONSHIPS.—Administratively responsible to a district manager.

(21) POSITION.—FOREMAN, MAILS—LEVEL 7.

BASIC FUNCTION.—Supervises a group of employees engaged in carrying out assigned tasks connected with the processing of incoming or outgoing mail.

DUTIES AND RESPONSIBILITIES.—

(A) Lays out work for employees; insures attendance to duties and proper performance of assignments; shifts employees from one assignment to another to meet fluctuations in workload; answers questions respecting work progress.

(B) Trains new employees and provides continuous on-the-job training for all employees under his supervision.

(C) Reports unusual difficulties to a general foreman and suggests solutions. Personally resolves problems of a routine nature.

(D) Keeps required records for such matters as time, mail on hand and mail processed.

(E) Recommends personnel actions respecting subordinates; maintains morale among the employees in the group; adjusts complaints; supplies leadership necessary to secure maximum interest and effort from men and promotes cooperation and harmony.

ORGANIZATIONAL RELATIONSHIPS.—Administratively responsible to a general foreman or other designated superior. Supervises approximately twenty or more employees.

(22) POSITION.—POSTMASTER, THIRD-CLASS OFFICE—LEVEL 7.

BASIC FUNCTION.—Is responsible for all operations of a third-class post office, including actual participation in processing of mail and window services, disbursement of funds and preparation of required reports. This office has two clerical employees and annual receipts of approximately \$6,000, and rural delivery service within its jurisdiction.

DUTIES AND RESPONSIBILITIES.—

(A) Supervises the activities of the office in order to provide expeditious handling of the mails, and efficient and courteous postal service to patrons.

(B) Maintains direct contact with the public and gives personal attention to complaints.

(C) Appoints personnel to serve in the post office within the limits prescribed by Department and Civil Service Regulations; selects personnel and trains them in their respective positions.

(D) Directs the activities of employees; arranges working schedules of employees and is responsible for the administration of the Efficiency Appraisal System.

(E) Distributes incoming mail for carrier delivery, boxholders and general delivery; faces, cancels, distributes, ties and sacks outgoing mail; performs general delivery window services; issues and cashes money orders; delivers c.o.d. and customs mail; accepts and delivers parcel post, registered and insured mail; sells stamps, stamped paper, savings bonds, postal savings stamps and certificates, migratory and documentary stamps, and collects box rents.

(F) Checks financial accountability of employees in accordance with existing instructions; makes daily deposits of accountable funds in local bank; obtains bids for proposed purchases; requisitions supplies; issues checks for employees' salaries and other official disbursements.

(G) Prepares annual estimates of manpower needs and operating allowances for submission as required.

(H) Prepares reports of a recurring nature, reflecting various transactions of the office, such as personnel salary summaries, retirement and withholding tax data, cost estimates, money order and bond summaries and schedules of disbursement.

(I) Maintains all files for the office.

ORGANIZATIONAL RELATIONSHIPS.—Administratively responsible to a district manager.

(23) GENERAL FOREMAN.—R. F. O.—LEVEL [8] 7.

BASIC FUNCTION.—Directs mail service operations in a railway post office train with two or more authorized cars. Supervises a crew of foremen and clerks whose primary function is the distribution and exchange of mails en route.

DUTIES AND RESPONSIBILITIES.—

(A) Provides for the proper distribution, exchange, and dispatch of mail regularly assigned for handling in the railway post office cars. Makes decisions concerning the most expeditious dispatch, rerouting and utilization of alternative connections involving irregularly received mail and also in emergency situations.

(B) Directs mail service operations in the railway post office train including:

(i) Rapid distribution of all classes of mail in accordance with official diagrams and via most advantageous routing.

(ii) Handling, recording, and protection of registered mails.

(iii) Makeup and exchange of mail at intermediate and terminal offices.

(iv) Proper utilization of space in each railway post office car with relation to other storage space in train, and, except as charged to transfer clerks, for proper handling of all storage mail in train.

(v) Loading and unloading of railway post office cars to assure maximum use of available storage space without additional cost.

(vi) Proper usage of mail equipment and supplies.

(vii) Maintenance of distribution schemes and schedules of mail routes in corrected condition.

(C) Supervises the activities of foremen and clerks in the cars and reassigns them to various duties as may be required to complete maximum distribution. Instructs clerks on proper practices and procedures and reports failures to meet operating standards to the district superintendent.

(D) Inspects condition of railway post office cars and reports to the railroad company unsatisfactory situations.

(E) Completes trip report form covering service operations, including particulars of train operation, roster of clerks on duty, mails received, worked, and dispatched, and mails not worked; prepares a list of all cars on train in which mail is carried, a record of the mail, and a report of any irregularities in service. Observes and reports to district superintendent any failure of the railroad company to afford protection to the mail.

(F) May personally distribute letter mail for one or more States, and maintain record of pouches received and dispatched.

ORGANIZATIONAL RELATIONSHIPS.—Administratively responsible to a district superintendent or other designated superior. Directs, through one or more subordinate foremen, clerks assigned to the run.

(24) POSITION.—ASSISTANT POSTMASTER, SMALL FIRST-CLASS POST OFFICE—LEVEL [8] 7.

BASIC FUNCTION.—Serves as the overall assistant to the postmaster, providing general direction and supervision over mails, finance, personnel, and other related activities. This office has approximately sixteen employees, annual receipts of approximately \$63,000, and eight carrier routes within its jurisdiction.

DUTIES AND RESPONSIBILITIES.—

(A) Participates in the organization and management of the office to insure expeditious handling of the mails and to provide courteous and efficient service to patrons.

(B) Reviews and evaluates recommendations referred to the postmaster by subordinates with respect to promotions and disciplining of post office personnel; generally oversees the training of all personnel for their respective positions.

(C) Directs a continuous audit program concerning the accountability of responsible finance employees of the office.

(D) Reviews estimates of manpower needs and operating allowances for action of the postmaster.

(E) Analyzes and reports to the postmaster the daily manpower expenditures and is responsible through designated subordinates for maintaining proper apportionment of authorized allowances to operating units.

(F) Gives assistance and direction to key subordinate employees in planning and executing the mail handling, finance, and administrative programs of the post office.

(G) Reviews reports and recommendations of subordinates and attends to administrative matters essential to the management of the post office.

(H) Represents the postmaster in relationships with the public in the area, including representation with employee organizations.

(I) May personally handle window transactions and perform work elsewhere in the office as the workload requires.

(J) Assumes complete responsibility and authority for the post office in the postmaster's absence and at other times as required.

ORGANIZATIONAL RELATIONSHIPS.—Administratively responsible to the postmaster.

(25) POSITION.—POSTMASTER, SECOND-CLASS OFFICE—LEVEL [8] 7.

BASIC FUNCTION.—Is responsible for all operations of a second-class post office, including actual participation in processing of mail and window services, disbursement of funds and preparation of required reports. This office has approximately six employees, annual receipts of approximately \$16,000, and has rural delivery service within its jurisdiction.

DUTIES AND RESPONSIBILITIES.—

(A) Supervises and coordinates the activities of the office in order to provide expeditious handling of the mails, and efficient and courteous postal service to patrons.

(B) Maintains direct contact with the public on administrative matters and gives personal attention to complaints.

(C) Appoints personnel to serve in the post office within the limits prescribed by Departmental and Civil Service Regulations; selects personnel and trains them in their respective positions.

(D) Directs the activities of employees; arranges working schedules of employees; recommends promotions of employees; is responsible for the administration of the Efficiency Appraisal System.

(E) Distributes incoming mail for carrier delivery, boxholders and general delivery; faces, cancels, distributes, ties and sacks outgoing mail; performs general delivery window service; issues and cashes money orders; delivers c. o. d. and customs mails; accepts and delivers parcel post, registered and insured mail, sells stamps, stamped paper, savings bonds, postal savings stamps and certificates, migratory and documentary stamps, and collects box rents.

(F) Checks financial accountability of employees in accordance with existing instructions; makes daily deposits of accountable funds in local bank; obtains bids for proposed purchases; requisitions supplies; issues checks for employees salaries and other official disbursements.

(G) Prepares annual estimates of manpower needs and operating allowances for submission as required.

(H) Prepares reports of a recurring nature, reflecting various transactions of the office, such as personnel salary summaries, retirement and withholding tax data, cost estimates, money order and bond summaries and schedules of disbursement.

(I) Maintains all files for the office.

ORGANIZATIONAL RELATIONSHIPS.—Administratively responsible to a district manager.

(26) POSITION.—GENERAL FOREMAN, MAILS—LEVEL [9] 8.

BASIC FUNCTION.—Directs foremen in the distribution of all or part of incoming mails, outgoing mails or both, at a first-class post office.

DUTIES AND RESPONSIBILITIES.—

(A) Lays out work for foremen at the beginning of a tour and issues instructions.

(B) Oversees work in progress to prevent accumulation of mail.

(C) Insures that mail is distributed in accordance with established orders and instructions.

(D) Shifts men from one foreman to another to keep mails moving.

(E) Reports difficulties and suggests corrective measures to superior.

(F) Maintains required records.

(G) Assures that adequate on-the-job training is carried out to promote employee proficiency.

(H) Reviews and forwards recommendations of foremen respecting discipline, promotions, or changes in assignments; approves time and leave requests; submits manpower estimates.

ORGANIZATIONAL RELATIONSHIPS.—Administratively responsible to a superintendent or assistant superintendent or other designated superior. Directs, through approximately four foremen, employees as assigned.

(27) POSITION.—POSTMASTER, SMALL FIRST-CLASS OFFICE—LEVEL [9] 8.

BASIC FUNCTION.—Is responsible for all operations of a first-class post office, including direction and supervision of mails, finance, personnel, and other related activities. This office has approximately sixteen employees, annual receipts of approximately \$63,000, and city delivery service consisting of eight carrier routes within its jurisdiction.

DUTIES AND RESPONSIBILITIES.—

(A) Organizes the post office to insure expeditious handling of mails and to provide courteous and efficient service to the patrons.

(B) Maintains direct contact with the public on administrative matters and gives personal attention to complaints.

(C) Appoints personnel to serve in the post office within the limits prescribed by Departmental and Civil Services Regulations; determines that personnel are carefully selected and adequately trained for their respective positions.

(D) Directs the activities of employees; arranges working schedules of employees; recommends promotions of employees and is responsible for the proper administration of the Efficiency Appraisal System.

(E) Checks financial accountability of employees in accordance with existing instructions; makes daily deposits of accountable funds in local bank; obtains bids for proposed purchases; requisitions supplies.

(F) Prepares annual estimates of manpower needs and operating allowances for submission as required.

(G) Prepares reports of a recurring nature, reflecting various transactions of the post office; submits postmaster's accounts with supporting vouchers and documents in accordance with existing instructions.

(H) Advertises for bids for various services, including contract stations, vehicular service, mail messenger service, and vehicular maintenance service, and submits bids, with recommendations, as required.

(I) Directs the maintenance of files for the office.

(J) May personally handle window transactions and perform work elsewhere in the office as the workload requires.

ORGANIZATIONAL RELATIONSHIPS.—Administratively responsible to a district manager.

(28) POSITION.—BUILDING SUPERINTENDENT—LEVEL [10] 9.

BASIC FUNCTION.—Directs the janitorial, maintenance, and operating services of a large post office building and branches and stations covering an aggregate area of approximately 700,000 square feet, including security, heating and ventilating, mechanical and electrical equipment, and elevator services.

DUTIES AND RESPONSIBILITIES.—

(A) Plans and prepares work schedules and supervises the custodial forces in cleaning, heating, guarding, operating, and repairing the post office building and equipment.

(B) Makes frequent inspections to determine maintenance needs of the building and equipment, and to determine the efficiency of the janitorial and maintenance force.

(C) Prepares and answers correspondence relating to custodial service.

(D) Plans and supervises maintenance or alteration work under contract.

(E) Supervises the office force in the preparation of vouchers, requisitions and reports incidental to custodial service, and in the maintenance of required accounts and records.

(F) Recommends transfers, promotions, and disciplinary measures for custodial personnel.

(G) Inspects mechanical equipment to determine repair needs and adherence to standards of preventive maintenance.

ORGANIZATIONAL RELATIONSHIPS.—Administratively responsible to the postmaster or other designated superior. Directs, through a general foreman of laborers and a chief engineer, approximately 100 employees, including electricians and other skilled trades.

(29) POSITION.—POSTMASTER, FIRST-CLASS OFFICE—LEVEL [10] 9.

BASIC FUNCTION.—Is responsible for all operations of a first-class post office, including direction and supervision of mails, finance, personnel, and other related activities. This office has approximately twenty-seven employees, annual receipts of \$129,000, and eleven city delivery and rural carrier routes within its jurisdiction.

DUTIES AND RESPONSIBILITIES.—

(A) Organizes the post office to insure expeditious handling of mails and to provide courteous and efficient service to the patrons.

(B) Maintains direct contact with the public on administrative matters and gives personal attention to complaints.

(C) Appoints all personnel to serve in the post office within the limits prescribed by Departmental and Civil Service Regulations; determines that all personnel are carefully selected and adequately trained for their respective positions.

(D) Directs the activities of all employees; supervises arrangement of working schedules of employees; recommends promotions of employees; and is responsible for the proper administration of the Efficiency Appraisal System.

(E) Checks financial accountability of employees in accordance with existing instructions; makes daily deposits of accountable funds in local bank; obtains bids for proposed purchases; requisitions supplies.

(F) Prepares annual estimates of manpower needs and operating allowances for submission as required.

(G) Prepares reports of a recurring nature, reflecting various transactions of the post office; submits postmaster's accounts with supporting vouchers and documents in accordance with existing instructions.

(H) Advertises for bids for various services, including contract stations, vehicular service, mail messenger service, and vehicular maintenance service, and submits bids, with recommendations, as required.

(I) Directs the maintenance of files for the office.

(J) May personally handle window transactions and perform work elsewhere in the office as the workload requires.

ORGANIZATIONAL RELATIONSHIPS.—Administratively responsible to a district manager.

(30) POSITION.—TOUR SUPERINTENDENT, INCOMING OR OUTGOING MAILS—LEVEL [11] 10.

BASIC FUNCTION.—Directs general foremen in the distribution of incoming mails or outgoing mails on a tour at a large first-class post office.

DUTIES AND RESPONSIBILITIES.—

(A) Provides for the prompt and complete operation of a tour activity, such as incoming mails, outgoing mails, or all first- and third-class outgoing mails.

(B) Reassigns employees as necessary to meet peakload demands; provides direction to subordinate foremen, coordinating the portions of work assigned to them.

(C) Answers questions of subordinate foremen regarding operating problems; refers policy questions to his superior with appropriate recommendations.

(D) Reviews requests for personnel actions by subordinate foremen, recommending final action to superior.

(E) Reviews estimates of manpower required, consolidating for recommendation to superior.

ORGANIZATIONAL RELATIONSHIPS.—Administratively responsible to an assistant superintendent of mails or other designated superior. Directs, through general foremen, employees assigned to the tour.

(31) POSITION.—POSTMASTER, FIRST-CLASS OFFICE—LEVEL [11] 10.

BASIC FUNCTION.—Is responsible for all operations of a first-class post office, including direction and supervision of mails, finance, personnel, and other related activities. This office has approximately fifty-three employees, annual receipts of \$314,000, six Government-owned vehicle units, no classified stations, and twenty-five city and rural delivery routes within its jurisdiction.

DUTIES AND RESPONSIBILITIES.—

(A) Organizes the post office to insure expeditious handling of mails and to provide courteous and efficient service to the patrons.

(B) Maintains direct contact with the public on administrative matters and gives personal attention to complaints.

(C) Appoints personnel to serve in the post office within the limits prescribed by Departmental and Civil Service Regulations; determines that personnel are carefully selected and adequately trained for their respective positions.

(D) Directs the activities of all employees; supervises arrangement of working schedules of employees; recommends promotions of employees and is responsible for the proper administration of the Efficiency Appraisal System.

(E) Checks financial accountability of employees in accordance with existing instructions; makes daily deposits of accountable funds in local bank; obtains bids for proposed purchases; requisitions supplies.

(F) Prepares annual estimates of manpower needs and operating allowances for submission as required.

(G) Prepares numerous reports of a recurring nature, reflecting various transactions of the post office; submits postmaster's accounts with supporting vouchers and documents in accordance with existing instructions.

(H) Advertises for bids for various services, including contract stations, vehicular service, mail messenger service, and vehicular maintenance service, and submits bids, with recommendations, as required.

(I) Directs the maintenance of files for the office.

(J) May personally handle window transactions and perform work elsewhere in the office as the workload requires.

ORGANIZATIONAL RELATIONSHIPS.—Administratively responsible to a district manager.

(32) POSITION.—POSTAL INSPECTOR—LEVEL [12] 11.

BASIC FUNCTION.—Is responsible in an assigned territory, usually including all classes of post offices, for inspection and investigative programs covering all phases of the postal service. In heavily populated areas may be assigned a majority of the time to selected types of work as determined by the inspector-in-charge.

DUTIES AND RESPONSIBILITIES.—ASSIGNED TERRITORY.—

(A) Inspects post offices and related postal units to insure compliance with postal laws and regulations, protection and proper expenditure of postal revenues and appropriated funds, and evaluates and reports to administrative officials on operational efficiency.

(B) Maintains close working relationship with regional officials and submits to them factual information and recommendations on conditions and needs of the postal service; acts as counselor to postmasters and other postal officials and employees in explaining instructions, regulations, applicable laws and decisions.

(C) Investigates violations of postal laws, including, but not limited to, armed robbery, mailing of bombs, burglary, theft of mail, embezzlements, obscene literature and pictures, and mail fraud.

(D) Determines the validity and seriousness of charges against postmasters and other officers and employees and makes pertinent recommendations.

(E) Investigates local and area operating problems and recommends corrective action, and within his prescribed jurisdiction, initiates necessary corrective action, including restoration of service immediately in disaster areas caused by hurricanes, tornadoes, floods, and other catastrophes.

(F) Maintains liaison activities (i) with military installations to insure adequate postal service for the military forces; (ii) with Federal and State civil defense authorities at the area level; (iii) with branches of Federal and State law enforcement agencies.

(G) Ascertains postal needs for post offices and stations, rural and city delivery, changes in schedules, quarters, equipment, manpower, and procedures and reports findings and recommendations to appropriate officials.

SELECTED CASES.—

(H) Investigates the loss, theft, destruction, and damage to mail matter through technical analyses of complaints and other specialized procedures.

(I) Investigates money-order forgeries; investigates complaints of use of the mails to defraud and to operate lotteries.

(J) Investigates personal injuries, motor-vehicle and other accidents; develops evidence for defense of suits under the so-called Federal Tort Claims Act; recommends out-of-court settlements.

(K) In any criminal investigation, develops evidence, locates witnesses and suspects; apprehends and effects arrests of postal offenders, presents facts to United States attorney, and collaborates as required with Federal and State prosecutors in presentation before United States commissioner, grand jury, and trial court.

(L) Surveys postal service on an area basis to ascertain and recommend ways of improving service and effecting economies.

(M) Makes investigations of a variety of other matters and performs related duties as assigned.

ORGANIZATIONAL RELATIONSHIPS.—Responsible to the inspector-in-charge or the assistant inspector-in-charge of the division. Supervises trainees and other inspectors as assigned.

(33) POSITION.—POSTMASTER, FIRST-CLASS OFFICE—LEVEL [12]
11.

BASIC FUNCTION.—Is responsible for all operations of a first-class post office, including direction and supervision of mails, finance, buildings, personnel, and related services. This office has approximately seventy-two employees, annual receipts of \$797,000, six Government-owned vehicle units, no classified stations, and seventeen carrier routes within its jurisdiction.

DUTIES AND RESPONSIBILITIES.—

(A) Organizes the post office to insure expeditious handling of the mails and to provide efficient and courteous postal service to patrons.

(B) Represents the Post Office Department in its relationships with the public in the area.

(C) Appoints personnel to serve in the post office within the limits prescribed by Departmental and Civil Service Regulations; determines that personnel are carefully selected and adequately trained in their respective positions.

(D) Supervises the administration of the Efficiency Appraisal System and is responsible for maintaining satisfactory employee relations with representatives of employee organizations and individual employees.

(E) Reviews estimates of manpower needs and operating allowances, submits requests and recommendations as required, and determines that operations are efficiently carried out and expenditures authorized in accordance with approved estimates.

(F) Provides for the safeguarding of all moneys, the operation and maintenance of equipment and other facilities of the post office, and for the expenditure of funds in accordance with applicable laws and regulations.

(G) Approves requisitions for supplies and equipment submitted by operating officials of the post office for submission to the Supply Center or the Department.

ORGANIZATIONAL RELATIONSHIPS.—Administratively responsible to a district manager.

(34) POSITION.—STATION SUPERINTENDENT, LARGE CLASSIFIED STATION—LEVEL [13] 12.

BASIC FUNCTION.—Directs the operations of a large classified station, including the distribution, delivery, and dispatch of mail and all required window services to the public.

DUTIES AND RESPONSIBILITIES.—

(A) Plans and supervises the distribution of incoming and outgoing mails, the delivery service, including special delivery, and the dispatch of outgoing mail.

(B) Supervises services to the public at windows, including sales of stamps and stamped paper, money orders, postal savings stamps and certificates, migratory and documentary stamps, registry and insurance of mail; handling of c.o.d. items; general delivery and box mail.

(C) Supervises city and rural carriers and determines that delivery schedules are maintained; consults in the adjustment and establishment of routes to reflect changes in volume, patronage, or population; and recommends establishment or changes in location of collection boxes.

(D) Directs and maintains required records for personnel of station; verifies and approves timecards for payroll purposes; makes manpower estimates and reports; trains new supervisors and employees in various aspects of station operations.

(E) Requisitions supplies and equipment, stamps, stamped paper, and accountable forms from main post office, reissuing to subordinates as required. Is responsible for entire fixed credit of station and for operation within the allowance granted.

(F) Maintains effective relations with large mailers and the public; simplifies handling of mail, and takes appropriate action to meet complaints.

(G) In addition, may perform any of the following duties:

(i) Supervises the cleaning and custodial maintenance of the station building.

(ii) Makes necessary arrangements for special services such as alien registrations, special census reports, or handling of special purpose mailing.

ORGANIZATIONAL RELATIONSHIPS.—Administratively responsible to a superintendent of mails or other designated superior. Directs, through subordinate supervisors, approximately one thousand or more employees.

(35) POSITION.—ASSISTANT POSTMASTER, FIRST-CLASS OFFICE—LEVEL [13] 12.

BASIC FUNCTION.—Serves as the overall assistant to the postmaster, particularly on internal operations, and provides general direction over the mails, finance, administrative, and service functions of the post office. The office has approximately four hundred and fifty employees, annual receipts of \$2,700,000, fifty Government-owned vehicle units, one classified station or branch, and one hundred and thirty carrier routes within its jurisdiction.

DUTIES AND RESPONSIBILITIES.—

(A) Participates in the organization and management of the office to insure expeditious handling of the mails and to provide courteous and efficient service to patrons.

(B) Reviews and evaluates recommendations referred to the postmaster by subordinates with respect to promotions and disciplining of post-office personnel; generally oversees the training of all personnel for their respective positions.

(C) Directs a continuous audit program concerning the accountability of responsible finance employees of the office.

(D) Reviews estimates of manpower needs and operating allowances for action of the postmaster.

(E) Analyzes and reports to the postmaster the daily manpower expenditures and is responsible through designated subordinates for maintaining proper apportionment of authorized allowances to operating units.

(F) Gives assistance and direction to key subordinate officials in planning and executing the mail handling, finance, and administrative programs of the post office.

(G) Reviews reports and recommendations of subordinates and attends to administrative matters essential to the management of the post office.

(H) Represents the postmaster in relationships with the public in the area, including representation with employee organizations.

(I) Carries out special assignments for and as directed by the postmaster.

(J) Assumes complete responsibility and authority for the post office in the postmaster's absence and at other times as required.

ORGANIZATIONAL RELATIONSHIPS.—Administratively responsible to the postmaster.

(36) POSITION.—POSTMASTER, FIRST-CLASS OFFICE—LEVEL [13]
12.

BASIC FUNCTION.—Is responsible for all operations of a first-class post office, including the direction and supervision of mails, finance, buildings, personnel, and related services in the main post office, stations, and branches. This office has approximately one hundred and eighty employees, annual receipts of \$1,000,000, twenty-one Government-owned vehicle units, three classified stations, and sixty-five carrier routes within its jurisdiction.

DUTIES AND RESPONSIBILITIES.—

(A) Organize the post office to insure expeditious handling of the mails and to provide efficient and courteous postal service to patrons.

(B) Represents the Post Office Department in its relationships with the public in the area.

(C) Appoints personnel to serve in the post office within the limits prescribed by Departmental and Civil Service Regulations; determines that personnel are carefully selected and adequately trained for their respective positions.

(D) Supervises the administration of the Efficiency Appraisal System and is responsible for maintaining satisfactory employee relations with representatives of employee organizations and individual employees.

(E) Reviews estimates of manpower needs and operating allowances, submits requests and recommendations as required, and determines that operations are efficiently carried out and expenditures authorized in accordance with approved estimates.

(F) Provides for the safeguarding of all moneys, the operation and maintenance of equipment and other facilities of the post office, and for the expenditure of funds in accordance with applicable laws and regulations.

(G) Approves requisitions for supplies and equipment submitted by operating officials of the post office for submission to the Supply Center or the Department.

ORGANIZATIONAL RELATIONSHIPS.—Administratively responsible to a district manager.

(37) POSITION.—ASSISTANT POSTMASTER, FIRST-CLASS OFFICE—LEVEL [14] 13.

BASIC FUNCTION.—Serves as the overall assistant to the postmaster, particularly on internal operations, and provides general direction over the mails, finance, administrative, and service functions of the post office. This office has approximately one thousand and two hundred employees, annual receipts of \$8,460,000, one hundred and seventeen Government-owned vehicle units, sixteen classified stations and branches, and two hundred and ninety carrier routes within its jurisdiction.

DUTIES AND RESPONSIBILITIES.—

(A) Participates in the organization and management of the office to insure expeditious handling of the mails and to provide courteous and efficient service to patrons.

(B) Reviews and evaluates recommendations referred to the postmaster by subordinates with respect to promotions and disciplining of post office personnel; generally oversees the training of all personnel for their respective positions.

(C) Directs a continuous audit program concerning the accountability of responsible finance employees of the office.

(D) Reviews estimates of manpower needs and operating allowances for action of the postmaster.

(E) Analyzes and reports to the postmaster the daily manpower expenditures and is responsible through designated subordinates for maintaining proper apportionment of authorized allowances to operating units.

(F) Gives assistance and direction to key subordinate officials in planning and executing the mail handling, finance, and administrative programs of the post office.

(G) Reviews reports and recommendations of subordinates and attends to administrative matters essential to the management of the post office.

(H) Represents the postmaster in relationship with the public in the area, including representation with employee organizations.

(I) Carries out special assignments for and as directed by the postmaster.

(J) Assumes complete responsibility and authority for the post office in the postmaster's absence and at other times as required.

ORGANIZATIONAL RELATIONSHIPS.—Administratively responsible to the postmaster.

(38) POSITION.—POSTMASTER, FIRST-CLASS OFFICE—LEVEL [14]

BASIC FUNCTION.—Is responsible for all operations of a first-class post office, including direction and supervision of mails, finance, buildings, personnel, and related services in the main post office, stations, and branches. This office has approximately four hundred and fifty employees, annual receipts of \$2,700,000, fifty Government-owned vehicle units, one classified station or branch, and one hundred and thirty carrier routes within its jurisdiction.

DUTIES AND RESPONSIBILITIES.—

(A) Organizes the post office to insure expeditious handling of the mails and to provide courteous and efficient postal service to patrons.

(B) Represents the Post Office Department in its relationships with the public in the area.

(C) Appoints personnel to serve in the post office within the limits prescribed by Departmental and Civil Service Regulations; determines that personnel are carefully selected and adequately trained in their respective positions.

(D) Supervises the administration of the Efficiency Appraisal System and is responsible for maintaining satisfactory employee relations with representatives of employee organizations and individual employees.

(E) Reviews estimates of manpower needs and operating allowances, submits requests and recommendations as required, and determines that operations are efficiently carried out and expenditures authorized in accordance with approved estimates.

(F) Provides for the safeguarding of all monies, the operation and maintenance of equipment and other facilities of the post office, and for the expenditure of funds in accordance with applicable laws and regulations.

(G) Approves requisitions for supplies and equipment submitted by operating officials of the post office for submission to the Supply Center or the Department.

ORGANIZATIONAL RELATIONSHIPS.—Administratively responsible to a regional director or other designated superior.

(39) POSITION.—ASSISTANT POSTMASTER, FIRST-CLASS OFFICE—LEVEL [15] 14.

BASIC FUNCTION.—Serves as the overall assistant to the postmaster, particularly on internal operations, and provides general direction over the mails, finance, administrative and service functions of the post office. This office has approximately three thousand two hundred employees, annual receipts of \$16,900,000, two hundred Government-owned vehicle units, thirty-four classified stations and branches, and one thousand carrier routes within its jurisdiction.

DUTIES AND RESPONSIBILITIES.—

(A) Participates in the organization and management of the office to insure expeditious handling of the mails and to provide courteous and efficient service to patrons.

(B) Reviews and evaluates recommendations referred to the postmaster by subordinates with respect to promotions and disciplining of post-office personnel; generally oversees the training of all personnel for their respective positions.

(C) Directs a continuous audit program concerning the accountability of responsible finance employees of the office.

(D) Reviews estimates of manpower needs and operating allowances for action of the postmaster.

(E) Analyzes and reports to the postmaster the daily manpower expenditures and is responsible through designated subordinates for maintaining proper apportionment of authorized allowances to operating units.

(F) Gives assistance and direction to key subordinate officials in planning and executing the mail handling, finance, and administrative programs of the post office.

(G) Reviews reports and recommendations of subordinates and attends to administrative matters essential to the management of the post office.

(H) Represents the postmaster in relationships with the public in the area, including representation with employee organizations.

(I) Carries out special assignments for and as directed by the postmaster.

(J) Assumes complete responsibility and authority for the post office in the postmaster's absence and at other times as required.

ORGANIZATIONAL RELATIONSHIPS.—Administratively responsible to the postmaster.

(40) POSITION.—POSTMASTER, FIRST-CLASS OFFICE—LEVEL [15] 14.

BASIC FUNCTION.—Is responsible for all operations of a first-class post office, including direction and supervision of mails, finance, buildings, personnel, and related services in the main post office, stations and branches. This office has approximately seven hundred employees, annual receipts of \$4,470,000; seventy-seven Government-owned vehicle units, eight classified stations and branches, and two hundred carrier routes within its jurisdiction.

DUTIES AND RESPONSIBILITIES.—

(A) Organizes the post office to insure expeditious handling of the mails and to provide courteous and efficient postal service to patrons.

(B) Represents the Post Office Department in its relationships with the public in the area.

(C) Appoints personnel to serve in the post office within the limits prescribed by Departmental and Civil Service Regulations; determines that personnel are carefully selected and adequately trained in their respective positions.

(D) Supervises the administration of the Efficiency Appraisal System and is responsible for maintaining satisfactory employee relations with representatives of employee organizations and individual employees.

(E) Reviews estimates of manpower needs and operating allowances, submits requests and recommendations as required, and determines that operations are efficiently carried out and expenditures authorized in accordance with approved estimates.

(F) Provides for the safeguarding of all moneys, the operation and maintenance of equipment and other facilities of the post office, and for the expenditure of funds in accordance with applicable laws and regulations.

(G) Approves requisitions for supplies and equipment submitted by operating officials of the post office for submission to the Supply Center or the Department.

ORGANIZATIONAL RELATIONSHIP:—Administratively responsible to a regional director or other designated superior.

(41) POSITION.—GENERAL SUPERINTENDENT, PTS DIVISION—LEVEL [16] 15.

BASIC FUNCTION.—Directs all activities of a division of the Postal Transportation Service of average size and complexity in terms of numbers of employees and in expenditure of funds, or in terms of the importance of the mail gateways in the division, the volume and complexity of the mail and mail handling operations, and concentrations which create congestions. Is responsible for the transportation, transfer, distribution, and dispatch of mail in transit, and for the efficient and economical operation of the division.

DUTIES AND RESPONSIBILITIES.—

(A) Directs and coordinates the activities of subordinate district superintendents in planning and effectuating the transportation and processing of transit mail within, entering, or emanating from the division; confers with officials of commercial carriers regarding mail handling and transportation, schedules, security of mail in transit, and rates.

(B) Provides, through his assistants, general supervision over the activities of the employees of the division. Establishes manpower controls, effective employee relations, and inspections of personnel activities, both informally and as required by regulations.

(C) Exercises administrative control over the district superintendents and, through them, the constituent field units such as transfer offices, airmail fields, terminals, railway post office lines, highway post office lines, and contract carriers such as star routes and mail messenger routes, and related operating units; maintains financial control of the division, reporting on expenditures and requirements as directed.

(D) Maintains liaison with airlines, railroads, trucklines, and other contract carriers; contacts major publishers, mail-order houses, and other large volume patrons with respect to mass mailing problems.

(E) Coordinates division activities with those of contiguous divisions and with other segments of the Post Office Department within the area.

ORGANIZATIONAL RELATIONSHIPS.—Administratively responsible to a regional director. Directs, through an assistant and district superintendents, up to three thousand three hundred employees.

(42) POSITION.—ASSISTANT POSTMASTER, LARGE FIRST-CLASS OFFICE—LEVEL [16] 15.

BASIC FUNCTION.—Serves as the overall assistant to the postmaster, particularly on internal operations, and provides general direction over the mails, finance, administrative and service functions of the post office. This office has approximately eight thousand employees, annual receipts of \$48,000,000, four hundred Government-owned vehicle units, fifty classified stations and branches, and one thousand four hundred carrier routes within its jurisdiction.

DUTIES AND RESPONSIBILITIES.—

(A) Participates in the organization and management of the office to insure expeditious handling of the mails and to provide courteous and efficient service to patrons.

(B) Reviews and evaluates recommendations referred to the postmaster by subordinates with respect to promotions and disciplining of post office personnel; generally oversees the training of all personnel for their respective positions.

(C) Directs a continuous audit program concerning the accountability of responsible finance employees of the office.

(D) Reviews estimates of manpower needs and operating allowances for action of the postmaster.

(E) Analyzes and reports to the postmaster the daily manpower expenditures and is responsible through designated subordinates for maintaining proper apportionment of authorized allowances to operating units.

(F) Gives assistance and direction to key subordinate officials in planning and executing the mail handling, finance, and administrative programs of the post office.

(G) Reviews reports and recommendations of subordinates and attends to administrative matters essential to the management of the post office.

(H) Represents the postmaster in relationships with the public in the area, including representation with employee organizations.

(I) Carries out special assignments for and as directed by the postmaster.

(J) Assumes complete responsibility and authority for the post office in the postmaster's absence and at other times as required.

ORGANIZATIONAL RELATIONSHIPS.—Administratively responsible to the postmaster.

(43) POSITION.—POSTMASTER, FIRST-CLASS OFFICE—LEVEL [16] 15.

BASIC FUNCTION.—Is responsible for all operations of a first-class post office, including direction and supervision of mails, finance, buildings, personnel, and related services in the main post office, stations, and branches. This office has approximately one thousand two hundred employees, annual receipts of \$8,460,000, one hundred and seventeen Government-owned vehicle units, sixteen classified stations and branches, and two hundred and ninety carrier routes within its jurisdiction.

DUTIES AND RESPONSIBILITIES —

(A) Organizes the post office to insure expeditious handling of the mails and to provide courteous and efficient postal service to patrons.

(B) Represents the Post Office Department in its relationships with the public in the area.

(C) Appoints all personnel to serve in the post office within the limits prescribed by Departmental and Civil Service Regulations; determines that all personnel are carefully selected and adequately trained in their respective positions.

(D) Supervises the administration of the Efficiency Appraisal System and is responsible for maintaining satisfactory employee relations with representatives of employee organizations and individual employees.

(E) Reviews estimates of manpower needs and operating allowances, submits requests and recommendations as required, and determines that operations are efficiently carried out and expenditures authorized in accordance with approved estimates.

(F) Provides for the safeguarding of all moneys, the operation and maintenance of equipment and other facilities of the post office, and for the expenditure of funds in accordance with applicable laws and regulations.

(G) Approves requisitions for supplies and equipment submitted by operating officials of the post office for submission to the Supply Center or the Department.

ORGANIZATIONAL RELATIONSHIPS.—Administratively responsible to a regional director or other designated superior.

(44) POSITION.—GENERAL SUPERINTENDENT, LARGEST PTS DIVISION—LEVEL [17] 16.

BASIC FUNCTION.—Directs all activities of one of the largest divisions of the Postal Transportation Service in terms of numbers of employees and in expenditure of funds, as well as in terms of the importance of the mail gateways in the division, the volume and complexity of the mail and mail handling operations, and concentrations which create congestions. Is responsible for the transportation, transfer, distribution, and dispatch of mail in transit, and for the efficient and economical operation of the division.

DUTIES AND RESPONSIBILITIES.—

(A) Directs and coordinates the activities of subordinate district superintendents in planning and effectuating the transportation and processing of transit mail within, entering, or emanating from the division; confers with officials of commercial carriers regarding mail-handling and transportation schedules, security of mails in transit, and rates.

(B) Provides, through his assistants, general supervision over the activities of the employees of the division. Establishes manpower controls, effective employee relations, and inspections of personnel activities, both informally and as required by regulations.

(C) Exercises administrative control over the district superintendents and, through them, the constituent field units such as transfer offices, air mail fields, terminals, railway post office lines, highway post office lines, and contract carriers such as star routes and mail messen-

ger routes, and related operating units; maintains financial control of the division, reporting on expenditures and requirements as directed.

(D) Maintains liaison with airlines, railroads, trucklines, and other contract carriers; contacts major publishers, mail-order houses, and other large volume patrons with respect to mass mailing problems.

(E) Coordinates division activities with those of contiguous divisions and with other segments of the Post Office Department within the area.

ORGANIZATIONAL RELATIONSHIPS.—Administratively responsible to a regional director. Directs, through an assistant and district superintendents, approximately three thousand three hundred or more employees.

(45) POSITION.—ASSISTANT POSTMASTER, LARGEST FIRST-CLASS OFFICE—LEVEL [17] 16.

BASIC FUNCTION.—Serves as the overall assistant to the postmaster, particularly on internal operations, and provides general direction over the mails, finance, administrative, and service functions of the post office. This office has approximately twenty thousand employees, annual receipts of \$140,000,000, one thousand one hundred Government-owned motor-vehicle units, sixty-six classified stations and branches, and three thousand two hundred carrier routes within its jurisdiction.

DUTIES AND RESPONSIBILITIES.—

(A) Participates in the organization and management of the office to insure expeditious handling of the mails and to provide courteous and efficient service to patrons.

(B) Reviews and evaluates recommendations referred to the postmaster by subordinates with respect to promotions and disciplining of post-office personnel; generally oversees the training of all personnel for their respective positions.

(C) Directs a continuous audit program concerning the accountability of responsible finance employees of the office.

(D) Reviews estimates of manpower needs and operating allowances for action of the postmaster.

(E) Analyzes and reports to the postmaster the daily manpower expenditures and is responsible through designated subordinates for maintaining proper apportionment of authorized allowances to operating units.

(F) Gives assistance and direction to key subordinate officials in planning and executing the mail handling, finance, and administrative programs of the post office.

(G) Reviews reports and recommendations of subordinates and attends to administrative matters essential to the management of the post office.

(H) Represents the postmaster in relationships with the public in the area, including representation with employee organizations.

(I) Carries out special assignments for and as directed by the postmaster.

(J) Assumes complete responsibility and authority for the post office in the postmaster's absence and at other times as required.

ORGANIZATIONAL RELATIONSHIPS.—Administratively responsible to the postmaster.

(46) POSITION.—POSTMASTER, FIRST-CLASS OFFICE—LEVEL [17]

BASIC FUNCTIONS.—Is responsible for all operations of a first-class post office, including direction and supervision of mails, finance, buildings, personnel, and related services in the main post office and stations and branches. This office has approximately three thousand two hundred employees, annual receipts of \$16,900,000, two hundred Government-owned vehicle units, thirty-four classified stations and branches, and one thousand carrier routes within its jurisdiction.

DUTIES AND RESPONSIBILITIES.—

(A) Organizes the post office to insure expeditious handling of the mails and to provide courteous and efficient postal service to patrons.

(B) Represents the Post Office Department in its relationships with the public in the area.

(C) Appoints personnel to serve in the post office within the limits prescribed by Departmental and Civil Service Regulations; determines that personnel are carefully selected and adequately trained for their respective positions.

(D) Supervises the administration of the Efficiency Appraisal System and is responsible for maintaining satisfactory employee relations with representatives of employee organizations and individual employees.

(E) Reviews estimates of manpower needs and operating allowances, submits requests and recommendations as required, and determines that operations are efficiently carried out and expenditures authorized in accordance with approved estimates.

(F) Provides for the safeguarding of all moneys, the operation and maintenance of equipment and other facilities of the post office, and for the expenditure of funds in accordance with applicable laws and regulations.

(G) Approves requisitions for supplies and equipment submitted by operating officials of the post office for submission to the Supply Center or the Department.

ORGANIZATIONAL RELATIONSHIPS.—Administratively responsible to a regional director or other designated superior.

(47) POSITION.—POSTMASTER, LARGE FIRST-CLASS OFFICE—LEVEL [18] 17.

BASIC FUNCTION.—Is responsible for all operations of a large first-class post office, including direction and supervision of mails, finance, buildings, personnel, and related services in the main post office and stations and branches. This office has approximately eight thousand employees, annual receipts of \$43,000,000, four hundred Government-owned vehicle units, fifty classified stations and branches, and one thousand four hundred carrier routes within its jurisdiction.

DUTIES AND RESPONSIBILITIES.—

(A) Organizes the post office to insure expeditious handling of the mails and to provide courteous and efficient postal service to patrons.

(B) Represents the Post Office Department in its relationships with the public in the area.

(C) Appoints personnel to serve in the post office within the limits prescribed by Departmental and Civil Service Regulations; deter-

mines that personnel are carefully selected and adequately trained for their respective positions.

(D) Supervises the administration of the Efficiency Appraisal System and is responsible for maintaining satisfactory employee relations with representatives of employee organizations and individual employees.

(E) Reviews estimates of manpower needs and operating allowances, submits requests and recommendations as required, and determines that operations are efficiently carried out and expenditures authorized in accordance with approved estimates.

(F) Provides for the safeguarding of all moneys, the operation and maintenance of equipment and other facilities of the post office, and for the expenditure of funds in accordance with applicable laws and regulations.

(G) Approves requisitions for supplies and equipment submitted by operating officials of the post office for submission to the Supply Center or the Department.

ORGANIZATIONAL RELATIONSHIPS.—Administratively responsible to a regional director or other designated superior.

(48) POSITION.—POSTMASTER, LARGEST FIRST-CLASS OFFICE—LEVEL [19] 18.

BASIC FUNCTION.—Is responsible for all operations of one of the largest first-class offices, including direction and supervision of mails, finance, buildings, personnel, and related services in the main post office, stations and branches. This office has approximately twenty thousand employees, annual receipts of \$140,000,000, one thousand one hundred Government-owned vehicle units, sixty-six classified stations and branches, and three thousand two hundred carrier routes within its jurisdiction.

DUTIES AND RESPONSIBILITIES.—

(A) Organizes the post office to insure expeditious handling of the mails and to provide courteous and efficient postal service to patrons.

(B) Represents the Post Office Department in its relationships with the public in the area.

(C) Appoints personnel to serve in the post office within the limits prescribed by Departmental and Civil Service Regulations; determines that personnel are carefully selected and adequately trained in their respective positions.

(D) Supervises the administration of the Efficiency Appraisal System and is responsible for maintaining satisfactory employee relations with representatives of employee organizations and individual employees.

(E) Reviews estimates of manpower needs and operating allowances, submits requests and recommendations as required, and determines that operations are efficiently carried out and expenditures authorized in accordance with approved estimates.

(F) Provides for the safeguarding of all moneys, the operation and maintenance of equipment and other facilities of the post office, and for the expenditure of funds in accordance with applicable laws and regulations.

(G) Approves requisitions for supplies and equipment submitted by operating officials of the post office for submission to the Supply Center or the Department.

ORGANIZATIONAL RELATIONSHIPS.—Administratively responsible to a regional director.

(49) POSITION.—REGIONAL DIRECTOR—LEVEL [20] 19.

BASIC FUNCTION.—Directs the management of all postal activities within the jurisdiction of an assigned region in accordance with basic departmental policies and with functional direction and guidance from Assistant Postmasters General.

DUTIES AND RESPONSIBILITIES.—

(A) Develops and formulates policies and practices for the region within basic policies and instructions of the Postmaster General.

(B) Manages post office operations.

(C) Administers routing, distribution, and transportation of mail within and in transit through the region.

(D) Arranges for the provision of adequate facilities and equipment for all postal functions in the region.

(E) Administers the personnel program of the region, including employment, placement, training, evaluation of positions, employee relations, and other personnel functions.

(F) Authorizes and issues allowances for all expenditures and exercises budgetary controls.

(G) Administers cost reduction programs and provides industrial engineering services to operating segments of the region.

(H) Maintains effective public relations with the general public, large mail users, and with Federal, State, and municipal authorities.

ORGANIZATIONAL RELATIONSHIPS.—Administratively responsible to the Deputy Postmaster General. Directs, through subordinate officials, approximately thirty thousand to thirty-five thousand employees in some three thousand offices within the region.

* * * * *

TITLE III—BASIC SALARY SCHEDULES

POSTAL FIELD SERVICE SCHEDULE

SEC. 301. (a) There is established a basic salary schedule for positions in the postal field service which shall be known as the Postal Field Service Schedule, and for which the symbol shall be "PFS". Except as provided in sections 302 and 303 of this Act, basic salary shall be paid to all employees in accordance with this schedule.

POSTAL FIELD SERVICE SCHEDULE

Level	Per annum rates and steps						
1.....	\$3,095	\$3,205	\$3,315	\$3,425	\$3,535	\$3,645	\$3,755
Temporary rate.....	3,170	3,285	3,400	3,515	3,630	3,745	3,860
2.....	3,320	3,435	3,550	3,665	3,780	3,895	4,010
Temporary rate.....	3,405	3,525	3,645	3,765	3,885	4,005	4,125
3.....	3,580	3,705	3,830	3,955	4,080	4,205	4,330
Temporary rate.....	3,670	3,800	3,930	4,060	4,190	4,320	4,450
4.....	3,935	4,070	4,205	4,340	4,475	4,610	4,745
Temporary rate.....	4,035	4,175	4,315	4,455	4,595	4,735	4,875
5.....	4,170	4,305	4,440	4,575	4,710	4,845	4,980
Temporary rate.....	4,275	4,415	4,555	4,695	4,835	4,975	5,115
6.....	4,505	4,655	4,805	4,955	5,105	5,255	5,405
Temporary rate.....	4,620	4,775	4,930	5,085	5,240	5,395	5,550
7.....	4,870	5,035	5,200	5,365	5,530	5,695	5,860
Temporary rate.....	4,990	5,160	5,330	5,500	5,670	5,840	6,010
8.....	5,265	5,440	5,625	5,810	5,995	6,180	6,365
Temporary rate.....	5,385	5,575	5,765	5,955	6,145	6,335	6,525
9.....	5,675	5,875	6,075	6,275	6,475	6,675	6,875
Temporary rate.....	5,815	6,020	6,225	6,430	6,635	6,840	7,045
10.....	6,235	6,450	6,665	6,880	7,095	7,310	7,525
Temporary rate.....	6,390	6,610	6,830	7,050	7,270	7,490	7,710
11.....	6,860	7,095	7,330	7,565	7,800	8,035	8,270
Temporary rate.....	7,030	7,270	7,510	7,750	7,990	8,230	8,470
12.....	7,545	7,805	8,065	8,325	8,585	8,845	9,105
Temporary rate.....	7,735	8,000	8,265	8,530	8,795	9,060	9,325
13.....	8,310	8,590	8,870	9,150	9,430	9,710	9,990
Temporary rate.....	8,520	8,805	9,090	9,375	9,660	9,945	10,230
14.....	9,140	9,440	9,740	10,040	10,340	10,640	10,940
Temporary rate.....	9,370	9,680	9,990	10,300	10,610	10,920	11,230
15.....	10,050	10,375	10,700	11,025	11,350	11,675	12,000
Temporary rate.....	10,300	10,635	10,970	11,305	11,640	11,975	12,310
16.....	11,075	11,400	11,725	12,050	12,375	12,700	13,025
Temporary rate.....	11,350	11,685	12,020	12,355	12,690	13,025	13,360
17.....	12,255	12,580	12,905	13,230	13,555	13,880	14,205
Temporary rate.....	12,560	12,895	13,230	13,565	13,900	14,235	14,570
18.....	13,760	14,085	14,410	14,735	15,060	15,385	15,710
Temporary rate.....	14,105	14,440	14,775	15,110	15,445	15,780	16,115
19.....	15,050	15,375	15,700	16,025	16,350	16,675	17,000
Temporary rate.....	15,425	15,760	16,095	16,430	16,765	17,100	17,435
20.....	16,000	16,325	16,650	16,975	17,300	17,625	17,950

POSTAL FIELD SERVICE SCHEDULE

Level	Per annum rates and steps					
	1	2	3	4	5	6
1.....	\$3,950	\$4,085	\$4,220	\$4,355	\$4,490	\$4,625
2.....	4,250	4,390	4,530	4,670	4,810	4,950
3.....	4,650	4,800	4,955	5,110	5,265	5,420
4.....	5,050	5,215	5,380	5,545	5,710	5,875
5.....	5,540	5,715	5,890	6,065	6,240	6,415
6.....	6,110	6,295	6,480	6,665	6,850	7,035
7.....	6,760	6,955	7,150	7,345	7,540	7,735
8.....	7,490	7,695	7,900	8,105	8,310	8,515
9.....	8,300	8,515	8,730	8,945	9,160	9,375
10.....	9,190	9,415	9,640	9,865	10,090	10,315
11.....	10,160	10,395	10,630	10,865	11,100	11,335
12.....	11,210	11,455	11,700	11,945	12,190	12,435
13.....	12,340	12,595	12,850	13,105	13,360	13,615
14.....	13,550	13,815	14,080	14,345	14,610	14,875
15.....	14,840	15,115	15,390	15,665	15,940	16,215
16.....	16,210	16,495	16,780	17,065	17,350	17,635
17.....	17,660	17,955	18,250	18,545	18,840	19,135
18.....	19,190	19,495	19,800	20,105	20,410	20,715
19.....	20,800	21,115	21,430	21,745	22,060	22,375

RURAL CARRIER SCHEDULE

SEC. 302. (a) There is established a basic salary schedule which shall be known as the Rural Carrier Schedule, and for which the symbol shall be "RCS", for carriers in the rural delivery service, which is based in part on fixed compensation per annum and in part on specified rates per mile per annum. Basic salary shall be paid to rural carriers in accordance with this schedule.

RURAL CARRIER SCHEDULE

	Per annum rates and steps						
	1	2	3	4	5	6	7
Carriers in rural delivery service:							
Fixed compensation per annum.....	\$1,841	\$1,896	\$1,951	\$2,006	\$2,061	\$2,116	\$2,171
Temporary rate.....	1,941	2,001	2,061	2,121	2,181	2,241	2,301
Compensation per mile per annum for each mile up to 30 miles of route.....	65	67	69	71	73	75	77
For each mile of route over 30 miles.....	22	22	22	22	22	22	22
Temporary carriers in rural delivery service on routes to which no regular carrier is assigned:							
Fixed compensation per annum.....	1,841						
Temporary rate.....	1,941						
Compensation per mile per annum for each mile up to 30 miles of route.....	65						
For each mile of route over 30 miles.....	22						
Temporary carriers in rural delivery service on routes having regular carriers absent without pay or on military leave.....	(1)	(1)	(1)	(1)	(1)	(1)	(1)
Substitute carriers in rural delivery service on routes having carriers absent with pay.....	(1)	(1)	(1)	(1)	(1)	(1)	(1)

¹ Basic compensation authorized for the regular carrier.

RURAL CARRIER SCHEDULE

	Per annum rates and steps					
	1	2	3	4	5	6
Carriers in rural delivery service:						
Fixed compensation per annum.....	\$2,590	\$2,685	\$2,780	\$2,875	\$2,970	\$3,065
Compensation per mile per annum for each mile up to 30 miles of route.....	70	72	74	76	78	80
For each mile of route over 30 miles.....	25	25	25	25	25	25
Temporary carriers in rural delivery service on routes to which no regular carrier is assigned:						
Fixed compensation per annum.....	2,590					
Compensation per mile per annum for each mile up to 30 miles of route.....	70					
For each mile of route over 30 miles.....	25					
Temporary carriers in rural delivery service on routes having regular carriers absent without pay or on military leave.....	(1)	(1)	(1)	(1)	(1)	(1)
Substitute carriers in rural delivery service on routes having carriers absent with pay.....	(1)	(1)	(1)	(1)	(1)	(1)

¹ Basic compensation authorized for the regular carrier.

* * * * *

(c) The Postmaster General may pay such additional compensation as he may determine to be fair and reasonable in each individual case to rural carriers serving heavily patronized routes not exceeding sixty-one miles in length. He may not pay additional compensation to a carrier serving such a route in an amount which would exceed [\$5,165 during the period referred to in section 304(c) or \$5,035 thereafter] \$6,165, when added to the basic salary for the maximum step in the Rural Carrier Schedule for his route. In case any such heavily patronized route is extended in length, the rural carrier assigned to such route at the time of such extension shall not be reduced in pay.

* * * * *

FOURTH-CLASS OFFICE SCHEDULE

SEC. 303. (a) There is established a basic salary schedule which shall be known as the Fourth-Class Office Schedule, and for which the symbol shall be "FOS", for postmasters in post offices of the fourth class which is based on the gross postal receipts as contained in returns of the post office for the calendar year immediately preceding. Basic salary shall be paid to postmasters in post offices of the fourth class in accordance with this schedule, and basic salary so paid, together with other forms of compensation provided by this Act, shall replace all existing forms of compensation for such postmasters.

FOURTH-CLASS OFFICE SCHEDULE

Gross receipts	Per annum rates and steps						
	1	2	3	4	5	6	7
\$1,300 to \$1,499.99.....	\$2,703	\$2,793	\$2,883	\$2,973	\$3,063	\$3,153	\$3,243
Temporary rate.....	2,771	2,863	2,955	3,047	3,139	3,231	3,323
\$900 to \$1,299.99.....	2,477	2,559	2,641	2,723	2,805	2,887	2,969
Temporary rate.....	2,539	2,623	2,707	2,791	2,875	2,959	3,043
\$600 to \$899.99.....	2,027	2,094	2,161	2,228	2,295	2,362	2,429
Temporary rate.....	2,078	2,148	2,218	2,288	2,358	2,428	2,498
\$350 to \$599.99.....	1,577	1,620	1,661	1,703	1,745	1,787	1,829
Temporary rate.....	1,616	1,660	1,722	1,775	1,828	1,881	1,934
\$250 to \$349.99.....	1,127	1,164	1,201	1,238	1,275	1,312	1,349
Temporary rate.....	1,155	1,193	1,231	1,269	1,307	1,345	1,383
\$200 to \$249.99.....	901	931	961	991	1,021	1,051	1,081
Temporary rate.....	924	954	984	1,014	1,044	1,074	1,104
\$100 to \$199.99.....	676	696	720	742	764	786	808
Temporary rate.....	693	715	737	769	781	803	825
Under \$100.....	450	465	480	495	510	525	540
Temporary rate.....	461	476	491	506	521	536	551

FOURTH-CLASS OFFICE SCHEDULE

Gross receipts	Per annum rates and steps					
	1	2	3	4	5	6
\$1,900 to \$1,499.99.....	\$2,900	\$2,990	\$3,080	\$3,170	\$3,260	\$3,350
\$900 to \$1,899.99.....	2,660	2,746	2,832	2,918	3,004	3,090
\$600 to \$899.99.....	2,175	2,245	2,315	2,385	2,455	2,525
\$350 to \$599.99.....	1,990	2,044	2,098	2,152	2,206	2,260
\$250 to \$349.99.....	1,170	1,209	1,248	1,287	1,326	1,365
\$200 to \$249.99.....	965	996	1,027	1,058	1,089	1,120
\$100 to \$199.99.....	728	758	776	800	824	848
Under \$100.....	484	499	514	529	544	559

* * * * *

SEC. 404. (a) There are established for each employee longevity steps A, B, ~~and C~~ C, and D. For each promotion to a longevity step—

(1) each postmaster at a post office of the fourth class shall receive an amount equal to ~~5~~ 10 per centum of his basic salary, or ~~\$100~~ \$200 per annum, whichever is the lesser, and

(2) each employee (other than a postmaster at a post office of the fourth class) shall receive ~~\$100~~ \$200 per annum.

In computing the percentage increase under this subsection the amount of the increase shall be rounded to the nearest dollar. A half dollar or one-half cent shall be rounded to the next highest dollar or cent, respectively.

(b) Each employee shall be assigned to—

(1) longevity step A at the beginning of the pay period following the completion of ~~thirteen~~ ten years of service;

(2) longevity step B at the beginning of the pay period following the completion of ~~eighteen~~ fifteen years of service; ~~and~~

(3) longevity step C at the beginning of the pay period following the completion of ~~twenty-five~~ twenty years of service~~.];~~
and

(4) longevity step D at the beginning of the pay period following the completion of twenty-five years of service.

CLASSIFICATION ACT OF 1949, AS AMENDED

* * * * *
TITLE III—BASIS FOR CLASSIFYING POSITIONS
* * * * *

SEC. 303. (a) No appropriated funds shall be used to pay the compensation of any officer or employee who places a supervisory position in a class and grade solely on the basis of the size of the group, section, bureau, or other organization unit or the number of subordinates supervised. Such factors may be given effect only to the extent warranted by the work load of the organization unit and then only in combination with other factors, such as the kind, difficulty, and complexity of work supervised, the degree and scope of responsibility delegated to the supervisor, and the kind, degree, and character of the supervision actually exercised.

(b) *The incumbent of a position subject to this Act who exercises supervisory authority over one or more employees who are compensated according to the prevailing-rate system shall be so compensated that his salary shall exceed by not less than 5 per centum the rate of compensation of the employee who in the group supervised receives the highest rate of compensation determined according to such prevailing-rate system.*

TITLE IV—PREPARATION AND PUBLICATION OF STANDARDS

SEC. 401. (a) The Commission, after consultation with the departments, shall prepare standards for placing positions in their proper classes and grades. The Commission is authorized to make such inquiries or investigations of the duties, responsibilities, and qualifica-

tion requirements of positions as it deems necessary for this purpose. In such standards the Commission shall (1) define the various classes of positions that exist in the service in terms of duties, responsibilities, and qualification requirements; (2) establish the official class titles; and (3) set forth the grades in which such classes have been placed by the Commission. At the request of the Commission, the departments shall furnish information for and cooperate in the preparation of such standards. Such standards shall be published in such form as the Commission may determine.

(b) The Commission shall keep such standards up to date. From time to time, after consultation with the departments to the extent deemed necessary by the Commission, it may revise, supplement, or abolish existing standards, or prepare new standards, so that, as nearly as may be practicable, positions existing at any given time within the service will be covered by current published standards.

(c) The official class titles so established shall be used for personnel, budget, and fiscal purposes, but this requirement shall not prevent the use of organizational or other titles for internal administration, public convenience, law enforcement, or similar purposes.

(d) *Standards published by the Commission shall be made available by each department upon request to any employee occupying a position subject to this Act.*

* * * * *

TITLE V—AUTHORITY AND PROCEDURE

SEC. 501. (a) * * *

(b) Any employee or employees (including any officer or officers) affected or any department may request at any time that the Commission exercise the authority granted to it under subsection (a) and the Commission shall act upon such request. *The employee or employees making such request shall be assured of the right to discuss in person with an official representative of the Commission the duties and responsibilities of the position or positions affected, and shall not be subject to any form of restraint, coercion, or intimidation by anyone in a position of supervisory or administrative authority.*

SEC. 502. (a) Except as otherwise provided in this title, each department shall place each position under its jurisdiction and to which this Act applies in its appropriate class and grade in conformance with standards published by the Commission or, if no published standards directly apply, consistently with published standards. A department may, whenever the facts warrant, change any position which it has placed in a class or grade under this subsection from such class or grade to another class or grade, *but before a position may be changed to a lower grade the head of the agency or his designate shall certify that there has been a significant change in the duties and responsibilities of the position since it was allocated to the grade to which it is currently assigned.* Such actions of the departments shall be the basis for the payment of compensation and for personnel transactions until changed by certificate of the Commission.

* * * * *

SEC. 603. (a) * * *

(b) The compensation schedule for the General Schedule shall be as follows:

Grade	Per annum rates							
GS-1.....	\$2,060	\$3,055	\$3,160	\$3,245	\$3,340	\$3,435	\$3,530	
GS-2.....	3,255	3,350	3,445	3,540	3,635	3,730	3,825	
GS-3.....	3,495	3,590	3,685	3,780	3,875	3,970	4,065	
GS-4.....	3,755	3,850	3,945	4,040	4,135	4,230	4,325	
GS-5.....	4,140	4,190	4,240	4,290	4,340	4,390	4,440	
GS-6.....	4,490	4,540	4,590	4,640	4,690	4,740	4,790	
GS-7.....	4,890	4,940	4,990	5,040	5,090	5,140	5,190	
GS-8.....	5,190	5,240	5,290	5,340	5,390	5,440	5,490	
GS-9.....	5,490	5,540	5,590	5,640	5,690	5,740	5,790	
GS-10.....	5,790	5,840	5,890	5,940	5,990	6,040	6,090	
GS-11.....	6,090	6,140	6,190	6,240	6,290	6,340	6,390	
GS-12.....	6,390	6,440	6,490	6,540	6,590	6,640	6,690	
GS-13.....	6,690	6,740	6,790	6,840	6,890	6,940	6,990	
GS-14.....	6,990	7,040	7,090	7,140	7,190	7,240	7,290	
GS-15.....	7,290	7,340	7,390	7,440	7,490	7,540	7,590	
GS-16.....	7,590	7,640	7,690	7,740	7,790	7,840	7,890	
GS-17.....	7,890	7,940	7,990	8,040	8,090	8,140	8,190	
GS-18.....	8,190	8,240	8,290	8,340	8,390	8,440	8,490	

GRADE	PER ANNUM RATES											
GS-1.....	\$3,280	\$3,330	\$3,440	\$3,550	\$3,660	\$3,770	\$3,880	\$3,990	\$4,100	\$4,210	\$4,320	
GS-2.....	3,555	3,670	3,785	3,900	4,015	4,130	4,245	4,360	4,475	4,590	4,705	
GS-3.....	3,825	3,945	4,065	4,185	4,305	4,425	4,545	4,665	4,785	4,905	5,025	
GS-4.....	4,115	4,240	4,365	4,490	4,615	4,740	4,865	4,990	5,115	5,240	5,365	
GS-5.....	4,440	4,565	4,690	4,815	4,940	5,065	5,190	5,315	5,440	5,565		
GS-6.....	4,765	4,890	5,015	5,140	5,265	5,390	5,515	5,640	5,765			
GS-7.....	5,090	5,215	5,340	5,465	5,590	5,715	5,840	5,965	6,090			
GS-8.....	5,415	5,540	5,665	5,790	5,915	6,040	6,165	6,290	6,415			
GS-9.....	5,740	5,865	5,990	6,115	6,240	6,365	6,490	6,615	6,740			
GS-10.....	6,065	6,190	6,315	6,440	6,565	6,690	6,815	6,940	7,065			
GS-11.....	6,390	6,515	6,640	6,765	6,890	7,015	7,140	7,265	7,390			
GS-12.....	6,715	6,840	6,965	7,090	7,215	7,340	7,465	7,590	7,715			
GS-13.....	7,040	7,165	7,290	7,415	7,540	7,665	7,790	7,915	8,040			
GS-14.....	7,365	7,490	7,615	7,740	7,865	7,990	8,115	8,240	8,365			
GS-15.....	7,690	7,815	7,940	8,065	8,190	8,315	8,440	8,565	8,690			
GS-16.....	8,015	8,140	8,265	8,390	8,515	8,640	8,765	8,890	9,015			
GS-17.....	8,340	8,465	8,590	8,715	8,840	8,965	9,090	9,215	9,340			
GS-18.....	8,665	8,790	8,915	9,040	9,165	9,290	9,415	9,540	9,665			

SEC. 701. (a) Each officer or employee compensated on a per annum basis, and occupying a permanent position within the scope of the compensation schedules fixed by this Act, who has not attained the maximum scheduled rate of compensation for the grade in which his position is placed, shall be advanced in compensation successively to the next higher rate within the grade at the beginning of the next pay period following the completion of [(1)] each fifty-two calendar weeks of [service if his position is in a grade in which the step-increases are less than \$200, or (2) each seventy-eight calendar weeks of service if his position is in a grade in which the step-increases are \$200 or more] service, subject to the following conditions[:]:—

(A) [That] that no equivalent increase in compensation from any cause was received during such period, except increase made pursuant to section 702 or 1002;

(B) [That] that he has a current performance rating of [Satisfactory] "satisfactory" or better; and

(C) [That] that the benefit of successive step-increases shall be preserved, under regulations issued by the Commission for officers and employees whose continuous service is interrupted in the public interest by service with the Armed Forces or by service in essential non-Government civilian employment during a period of war or national emergency.

* * * * *

SEC. 703. (a) **[**Subject to subsection (b) and as a reward for long and faithful service, each department shall grant an additional step-increase (to be known as a longevity step-increase) beyond the maximum scheduled rate of the grade in which his position is placed, to each officer or employee for each three years of continuous service completed by him at such maximum rate or at a rate in excess thereof authorized by this section without increase in grade or rate of basic compensation except such increase as may be prescribed by any provision of law of general application. Officers and employees who are otherwise eligible shall receive full credit under this subsection for service at the maximum authorized salary rate specified in the Bacharach Act of May 29, 1928, as amended and supplemented, and the Reed-Jenkins Act of May 29, 1928, as amended to the same extent as if such service had been at the maximum rate of a grade of the Classification Act of 1923, as amended.**]** *Subject to subsection (b), and as a reward for long and faithful service, each department shall grant an additional step-increase upon completion of ten years of service in a position in the Federal Civil Service or in the service of the Government of the District of Columbia and an additional step-increase (to be known as a longevity step-increase) beyond the maximum scheduled rate for each three years of service in his current grade at such maximum rate or at a rate in excess authorized by this section except such increase as may result from revision of the basic compensation schedule contained in section 603(b) of the Classification Act of 1949, as amended. Officers and employees who are otherwise eligible shall receive full credit under this subsection for service at the maximum authorized salary specified in the Bacharach Act of May 29, 1928, as amended to the same extent as if such service had been at the maximum rate of a grade of the Classification Act of 1923, as amended.*

(b) (1) * * *

* * * * *

(5) Not more than **[three]** four successive longevity step-increases may be granted to any officer or employee.

[(6) The officer or employee shall have had, in the aggregate, not less than ten years of service in the position which he then occupies, or in positions of equivalent or higher class or grade.**]**

(b) (6) *The officer or employee shall have in the aggregate not less than thirteen years if the position which he then occupies is in grades one to four, inclusive, of the General Schedule, or not less than eleven years of service if he occupies a position in grades five to ten, inclusive, of the General Schedule, or not less than nine years of service if he occupies a position in grades eleven to fifteen inclusive, of the General Schedule, and shall receive credit for prior service in other positions subject to the Classification Act.*

SECTIONS 4103, 4104, 4107, AND 4108 OF THE VETERANS'
BENEFITS ACT OF 1958

(72 Stat. 1243; Public Law 85-857)

CHAPTER 73—DEPARTMENT OF MEDICINE AND SURGERY

Sec.

- 4101. Functions of Department.
- 4102. Divisions of Department.
- 4103. Appointments and compensation.
- 4104. Additional appointments.
- 4105. Qualifications of appointees.
- 4106. Period of appointment; promotions.
- 4107. Grades and pay scales.
- 4108. Specialist ratings.
- 4109. Retirement rights.
- 4110. Disciplinary boards.
- 4111. Appointment of additional employees.
- 4112. Medical advisory group.
- 4113. Travel expenses of employees.
- 4114. Temporary and part-time appointments.
- 4115. Regulations.

* * * * *

§ 4103. Appointments and compensation

(a) The Office of the Chief Medical Director shall consist of the Chief Medical Director, one Deputy Chief Medical Director, not to exceed eight Assistant Chief Medical Directors, and such other personnel and employees as may be authorized by this chapter.

(b) The Chief Medical Director shall be the Chief of the Department of Medicine and Surgery and shall be directly responsible to the Administrator for the operations of the Department. He shall be a qualified doctor of medicine, appointed by the Administrator. During the period of his service as such, the Chief Medical Director shall be paid a salary of ~~[\$19,580]~~ \$20,680 a year.

(c) The Deputy Chief Medical Director shall be the principal assistant of the Chief Medical Director. He shall be a qualified doctor of medicine, appointed by the Administrator. During the period of his service as such, the Deputy Chief Medical Director shall be paid a salary of ~~[\$18,480]~~ \$19,580 a year.

(d) Each Assistant Chief Medical Director shall be appointed by the Administrator upon the recommendation of the Chief Medical Director and shall be paid a salary of ~~[\$17,380]~~ \$18,480 a year. One Assistant Chief Medical Director shall be a qualified doctor of dental surgery or dental medicine who shall be directly responsible to the Chief Medical Director for the operations of the Dental Service. Not to exceed twenty-five directors of service or chiefs of division, designated by the Chief Medical Director, shall, within the limitations otherwise prescribed in this chapter, be paid a salary of ~~[\$14,545]~~ \$15,645 minimum to ~~[\$16,500]~~ \$17,245 maximum.

(e) The Director and Deputy Director of Nursing Service shall be qualified registered nurses, appointed by the Administrator and shall be responsible to the Chief Medical Director for the operation of the Nursing Service. During the period of her service as such, the Director of Nursing Service shall be paid a salary of ~~[\$12,770]~~ \$14,260 minimum to ~~[\$13,970]~~ \$16,285 maximum a year and the Deputy Director shall be paid a salary of ~~[\$11,355]~~ \$12,750 minimum to ~~[\$12,555]~~ \$14,850 maximum a year.

(f) The Administrator may appoint a chief pharmacist, a chief dietitian, a chief physical therapist, and a chief occupational therapist. During the period of his service as such, the chief pharmacist and the chief dietitian shall be paid a salary of ~~[\$12,770]~~ \$14,260 minimum to ~~[\$13,970]~~ \$16,285 maximum a year and the chief physical therapist and the chief occupational therapist shall be paid a salary of ~~[\$11,355]~~ \$12,750 minimum to ~~[\$12,555]~~ \$14,850 maximum a year.

(g) Any appointment under this section shall be for a period of four years subject to removal by the Administrator for cause.

(h) Reappointments may be made for successive like periods.

* * * * *

§ 4104. Additional appointments

There shall be appointed by the Administrator additional personnel as he may find necessary for the medical care of veterans, as follows:

- (1) Physicians, dentists, and nurses;
- (2) Managers, pharmacists, physical therapists, occupational therapists, dietitians, and other scientific and professional personnel, such as optometrists, pathologists, bacteriologists, chemists, biostatisticians, and medical and dental technologists.

* * * * *

§ 4107. Grades and pay scales

(a) The grades and per annum full-pay ranges for positions provided in paragraph (1) of section 4104 of this title shall be as follows:

MEDICAL SERVICE

~~Chief grade, \$12,770 minimum to \$13,970 maximum.~~
~~Senior grade, \$11,355 minimum to \$12,555 maximum.~~
~~Intermediate grade, \$9,890 minimum to \$11,090 maximum.~~
~~Full grade, \$8,330 minimum to \$9,530 maximum.~~
~~Associate grade, \$7,030 minimum to \$8,230 maximum.~~
~~Junior grade, \$6,505 minimum to \$7,405 maximum.]~~
Chief grade, \$14,260 minimum to \$16,285 maximum.
Senior grade, \$12,750 minimum to \$14,850 maximum.
Intermediate grade, \$11,185 minimum to \$13,255 maximum.
Full grade, \$9,440 minimum to \$11,480 maximum.
Associate grade, \$7,915 minimum to \$9,925 maximum.
Junior grade, \$7,240 minimum to \$9,000 maximum.

DENTAL SERVICE

~~Chief grade, \$12,770 minimum to \$13,970 maximum.~~
~~Senior grade, \$11,355 minimum to \$12,555 maximum.~~
~~Intermediate grade, \$9,890 minimum to \$11,090 maximum.~~

[Full grade, \$8,330 minimum to \$9,530 maximum.
[Associate grade, \$7,030 minimum to \$8,230 maximum.
[Junior grade, \$6,505 minimum to \$7,405 maximum.]
Chief grade, \$14,260 minimum to \$16,285 maximum.
Senior grade, \$12,750 minimum to \$14,850 maximum.
Intermediate grade, \$11,185 minimum to \$13,255 maximum.
Full grade, \$9,440 minimum to \$11,480 maximum.
Associate grade, \$7,915 minimum to \$9,925 maximum.
Junior grade, \$7,240 minimum to \$9,000 maximum.

NURSING SERVICE

[Assistant Director, \$8,330 minimum to \$9,530 maximum.
[Senior grade, \$7,030 minimum to \$8,230 maximum.
[Full grade, \$5,985 minimum to \$6,885 maximum.
[Associate grade, \$5,205 minimum to \$6,165 maximum.
[Junior grade, \$4,425 minimum to \$5,385 maximum.]
Assistant director, \$9,440 minimum to \$11,480 maximum.
Senior grade, \$7,915 minimum to \$9,925 maximum.
Full grade, \$6,645 minimum to \$8,365 maximum.
Associate grade, \$5,725 minimum to \$6,780 maximum.
Junior grade, \$4,885 minimum to \$5,925 maximum.

ADMINISTRATION

(b) Notwithstanding any law, Executive order, or regulation, the Administrator shall prescribe by regulation the hours and conditions of employment and leaves of absence of physicians, dentists, and nurses.

§ 4108. Specialist ratings

(a) Within the restrictions herein imposed, the Chief Medical Director may rate any physician appointed under paragraph (1) of section 4104 of this title as a medical or surgical specialist, and, upon the recommendation of the Assistant Chief Medical Director for Dentistry, may rate any doctor of dental surgery or dental medicine, appointed under paragraph (1) of section 4104 of this title as a dental specialist; however, no person shall at any one time hold more than one such rating.

(b) No person may be rated as a medical, surgical, or dental specialist unless he is certified as a specialist by an American specialty board, recognized by the Administrator where such boards exist; or if no such boards exist, he has been examined and found qualified by a board appointed by the Chief Medical Director from specialists of the Department of Medicine and Surgery holding ratings in the specialty to which the candidate aspires. Whenever there are insufficient specialists, rated in the proper specialty, who are readily available to constitute such a board, the Chief Medical Director may substitute consultants with comparable qualifications employed under section 4114 of this title.

(c) Any person, rated as a medical, surgical, or dental specialist under the provisions of this section shall retain such rating until it shall be withdrawn by the Chief Medical Director. The Chief Medical Director shall not withdraw any such rating until it shall have been

determined by a board of specialists that the person holding such rating is no longer qualified in his specialty.

(d) Any person, rated as a medical, surgical, or dental specialist under the provision of this section *or prior corresponding provisions of law*, shall receive, in addition to his basic pay, an allowance equal to 15 [percent] *per centum* of such pay, but in no event shall the pay plus the allowance authorized by this subsection exceed [\$16,000] \$17,000 per annum.

○